

Procedure for Complaint

1. Any Aggrieved girl student or woman employee can file a complaint. Also, relative of complainant, coworker or any person who has knowledge of the incident can file a complaint with the written consent of the complainant.
2. Complaints can be lodged directly with any member of the Internal Complaints Committee.
3. The complaint may be oral or in writing. If the complaint is oral then it shall be reproduced in writing by the committee or the member who has received the complaint with the signature of the complainant.
4. Complaint should contain:
 - Description of incident (s)
 - Date (s)
 - Timings
 - Respondent's name
 - Parties working relationship.
5. A complaint should be lodged within a period of three months from the date of the incident and in case of a series of incidents, within a period of three months from the date of last incident.

Write your complaints to the following e-mail ID:

iccash@mlncollegeynr.ac.in