



राष्ट्रीय डिजाइन संस्थान

National Institute of Design

ఆంధ్రప్రదేశ్ • ఆంధ్ర ప్రదేశ్ • Andhra Pradesh

F.No. NID AP/Admin/148/2020/2021

Dt: 01.01.2021

**OFFICE ORDER NO.01/ कार्यालय आदेश संख्या.01**

1. In partial modification of this office order no. NIDAv/ Admin/ 100/ 2019/0007 dated 14.07.2019, the Competent Authority is pleased to reconstitute the Internal Complaints Committee (ICC) under Section-4 of the Sexual Harassment of Women at Work Place (Prevention, Prohibition and Redressal) Act, 2013 with the following members for NID Andhra Pradesh.

S.No	Name of the Person	Designation
01	Ms. Archana, Faculty	Presiding Officer
02	Ms. Goparaju Rashmi	External Member-NGO
03	Mr. Rajiv Jassal, Associate Sr. Faculty	Member
04	Dr. Piyush Sharma, Dy. Registrar	Member

2. The main functions and objectives of the ICC are to:

- ❖ Uphold the dignity of women.
- ❖ Hear and address complaints regarding sexual harassment at NID-AP.
- ❖ Spread awareness about gender-related issues and functioning of the ICC.
- ❖ Facilitate a gender-sensitive and congenial working environment free of gender-specific discrimination or sexual harassment.
- ❖ Ensure that victims and witnesses are not victimized or discriminated against because of lodging such complaints.
- ❖ Take proactive measures to educate the NID-AP community about gender-sensitivity.
- ❖ Inquire into the complaints as per provisions of the said Act and Rules made thereunder and shall submit its Report/Recommendations to the Director, NID-AP.

3. Aggrieved persons may lodge their complaint under these provisions to the Presiding Officer of the ICC at [icc@nid.ac.in](mailto:icc@nid.ac.in).

4. All other contents of the above cited Office Order no. NIDAv/ Admin/ 100/ 2019/0007 dated 14.07.2019 shall however remain unchanged. This will come into force with immediate effect.

5. This is issued with the approval of the Competent Authority.

(G.B.Sankar)

Chief Admin. Officer /

मुख्य प्रशासनिक अधिकारी

**Copy to / प्रतिलिपि :**

1. Director's office
2. Concerned members
3. CFA
4. Chief Coordinator
5. Deputy Registrar
6. Library
7. IT
8. Notice Board

Sl. No.	Name of the Person	Designation
01	Mr. Anand K. Patil	Deputy Registrar
02	Mr. Anand K. Patil	Deputy Registrar
03	Mr. Anand K. Patil	Deputy Registrar
04	Mr. Anand K. Patil	Deputy Registrar

1. The first meeting was held on 10/01/2024 at 11:00 AM in the meeting room of the Registrar's Office. The meeting was presided over by the Deputy Registrar, Mr. Anand K. Patil. The agenda for the meeting was as follows:

- 1. Approval of the minutes of the previous meeting.
- 2. Report on the progress of the work done during the last month.
- 3. Discussion on the various issues raised by the members.
- 4. Decision on the various proposals submitted.
- 5. Fixing of the date for the next meeting.
- 6. Any other business.

The meeting ended at 12:30 PM. The Deputy Registrar thanked the members for their participation and expressed his confidence in their continued support.

2. The second meeting was held on 17/01/2024 at 11:00 AM in the meeting room of the Registrar's Office. The meeting was presided over by the Deputy Registrar, Mr. Anand K. Patil. The agenda for the meeting was as follows:

- 1. Approval of the minutes of the previous meeting.
- 2. Report on the progress of the work done during the last month.
- 3. Discussion on the various issues raised by the members.
- 4. Decision on the various proposals submitted.
- 5. Fixing of the date for the next meeting.
- 6. Any other business.

The meeting ended at 12:30 PM. The Deputy Registrar thanked the members for their participation and expressed his confidence in their continued support.

3. The third meeting was held on 24/01/2024 at 11:00 AM in the meeting room of the Registrar's Office. The meeting was presided over by the Deputy Registrar, Mr. Anand K. Patil. The agenda for the meeting was as follows:

- 1. Approval of the minutes of the previous meeting.
- 2. Report on the progress of the work done during the last month.
- 3. Discussion on the various issues raised by the members.
- 4. Decision on the various proposals submitted.
- 5. Fixing of the date for the next meeting.
- 6. Any other business.

The meeting ended at 12:30 PM. The Deputy Registrar thanked the members for their participation and expressed his confidence in their continued support.

  
Anand K. Patil  
Deputy Registrar