



ARKA ACADEMY OF MANAGEMENT STUDIES

AT : DUHURIA, PO : KENDRAPARA, DIST : KENDRAPARA - 754211

Approved by AICTE New Delhi & DHE, Dept. of Higher education,
Govt. of Odisha Affiliated to Utkal University, Bhubaneswar

Managed By : Shantichaya Educational Charitable Trust

Letter No. AAMS/051/2026

Date. 22/04/2026

OFFICE OF THE PRINCIPAL

Composition of Internal Complaints Committee(2026-27)

The Internal Complaints Committee (ICC) of ARKA ACADEMY OF MANAGEMENT STUDIES is hereby constituted as per the provisions of Section 4 of the All India Council for Technical Education (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Institutions).

The committee consists of the following members, and all members are hereby informed to take charge with immediate effect.

SL NO	NAME	DESIGNATION	GENDER	ROLE	SIGNATURE
1	SUVASRI SUBHASHMITA BEHERA	ASST. PROF.	FEMALE	CHAIRPERSON	
2	RUTAYANI SAHOO	ASST. PROF.	FEMALE	MEMBER, TEACHING FACULTY REPRESENTATIVE	
3	BIJAYALAXMI PADHIHARI	LECTURER	FEMALE	MEMBER, TEACHING FACULTY REPRESENTATIVE	
4	MADHUSMITA SAHOO	LECTURER	FEMALE	MEMBER, TEACHING FACULTY REPRESENTATIVE	
5	PAPUN KUMAR SAHOO	ASST. PROF.	MALE	MEMBER, TEACHING FACULTY REPRESENTATIVE	
6	DIPTIMAYEE PARIDA	DRP, CASD	FEMALE	MEMBER, NGO REPRESENTATIVE	

7	SADEKA JABIN	STUDENT	FEMALE	MEMBER, UG (BCA), STUDENT REPRESENTATIVE	Sadeka Jabin
8	ANIMA KHATUA	STUDENT	FEMALE	MEMBER, UG (BBA), STUDENT REPRESENTATIVE	Anima Khatua
9	PADMINI MALIK	STUDENT	FEMALE	MEMBER, PG (PMIR), STUDENT REPRESENTATIVE	Padmini Malik
10	SAMIKKHSHA MALIK	STUDENT	FEMALE	MEMBER, UG (BSW), STUDENT REPRESENTATIVE	Samikshya Mallick

Objectives of Internal Complaints Committee

Prevent discrimination and sexual harassment against women by promoting gender amity among students and employees.

Deal with cases of discrimination and sexual harassment against women in a time-bound manner, ensuring support services to victims.

Recommend appropriate punitive action against the guilty within a stipulated time period.

Promote a social and psychological environment to raise awareness on sexual harassment.

Provide a platform where a complainant can freely express grievances without fear.

Who can approach ICC for help?

Any female employee (faculty, students, or staff) of AAMS, Kendrapara.

Definition of Sexual Harassment

"Sexual harassment" includes any unwelcome sexually inclined behaviour such as physical contact, demand for sexual favours, sexually coloured remarks, showing pornography, or any unwelcome physical, verbal, or non-verbal conduct of a sexual nature.

Inquiry Process

The enquiry shall be completed within 5 days from the date of the complaint. The ICC shall submit its report within 7 days after completion of the enquiry. If allegations are proved, appropriate legal action will be recommended.

Frequency of Meeting

The Committee meets at least twice a year as per AICTE regulations, and decisions are mandatory for implementation.

P. U. Nayak
PRINCIPAL
AAMS, KENDRAPARA
22.04.2026

Copy To:

Member Secretary, AICTE, New Delhi

Director, RDE, Bhubaneswar

Registrar, Utkal University, Bhubaneswar

Chairman/Secretary, Academic Director, All HODs, AAMS, Kendrapara

Principal
Arka Academy of Management Studies