

AMRITA/CBE/SOE/03/2023/07

Date: 31.03.2023

**OFFICE COMMUNICATION**

Sub: Constitution of Women Empowerment & Grievances Cell- Orders- Issued.

**Women Empowerment & Grievances Cell – Academic Year 23-24**

S No	Name of the Staff	Position	Department
1	Dr. K C Sindhu Thampatty	Chairperson	EEE
2	Mrs. K Shobana	Member	ENG
3	Dr. P Supriya	Member	EEE
4	Dr. Sasangan Ramanathan	Member	DEAN, ENGG

**FUNCTIONS:**


- To promote and organize overall respect and equality of female gender & empowerment programmes, to inculcate the entrepreneurial attitude among women.
- Evolve and suggest means to take preventive measures on health, hygiene and safety of all women faculty, staff and students and to give spaces for listening to their complaints & redressal of grievances
- Conduct preliminary enquiry of reported cases and / or complaints relating to sexual harassment at workplace involving all sections of members of faculty, staff and students of the institute. Submit the preliminary enquiry report to the Dean, along with all documents and recommendations of possible punishment if any.

**TERM:** Shall continue to be in force until reconstruction

**MEETINGS:** Twice per semester and on any exigency

**ROLE:** Convene meeting(s), prepares the agenda for the meeting and forwards the decisions to the Dean for approval. After the approval the minutes of the meetings are recorded accordingly.

**DR.SASANGAN RAMANATHAN**  
Dean-Faculty of Engineering  
Amrita Vishwa Vidyapeetham  
Amrita Nagar, Coimbatore - 641 112

  
Dr. Sasangan Ramanathan  
Dean – Faculty of Engineering

**To**

Dean – ASC / Principal ASC, ASPS / All Chairpersons-ASE/ Director – ICTS/ Amrita Darshanam / Dept. of Communication / Dept. of MSW / Head of Student affairs / PSW / Chief Warden / Director Physical Education / Dy. Manager (General Admin) / Security officer / All Hostel Notice Boards / Main Notice boards – Academic blocks- I,II,III

**Copy to**

Pro Chancellor / Vice Chancellor / Registrar/ Principal Director, CIR / Campus Director / Dean Engg. / Dean & Chair – PG Programs / Academic Coordinator / Dy. CoE / Academic Administrative Office/AUMS