



LOYOLA COLLEGE

Mettala

Oilpatty-Post, Rasipuram(Tk),

Namakkal (Dt)-636202

Tamil Nadu, South India.

Date: 23-07-2025

CIRCULAR

Ref: LCAS/ICC-VC/Meeting/2025-26/002

Sub: Internal Complaint Committee (ICC) Vishaka Meeting- Intimation to the students.

All the female students are informed to attend a meeting on 24.07.2025 at 2.30 p.m. about **Internal Complaint Committee (ICC) Vishaka**

Coordinator

Dean Of Women Students
Loyola College Of Arts and Science(Co-Ed.)
Mettala, Oilpatty - 636 202
Rasipuram (Tk.), Namakkal (Dt.)

CC to:

- Principal
- Officials
- Heads

Principal

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Loyola College of Arts and Science, Mettala (Co-Ed)
(Affiliated to Periyar University, Salem)
Accredited by NAAC with "B" Grade (I Cycle)
Recognized under section 2(f) of the UGC Act, 1956
Mettala, Oilpatty Post, Rasipuram Taluk,
Namakkal (Dt.)-636202



WOMEN EMPOWERMENT CELL

Report on Awareness Session on Vishaka Guidelines, Self-Hygiene, and General Discipline

Date: 24.07.2025

Time: 2.30 p.m,

Venue: III Floor Auditorium

Conducted by: Ms.Janani Iswariya, Dean of Women Students

Participants: Female Students and Female Teaching Faculty

1. Objective of the Session

The purpose of this session was to educate female students and faculty members on three key areas:

- Understanding the Vishaka Guidelines related to the prevention of sexual harassment at the workplace.
- Promoting self-hygiene and personal care practices.
- Reinforcing the importance of general discipline within the academic environment.

2. Summary of the Session

- The session was conducted by the Dean, who addressed the gathering of female students and female faculty members. The session was divided into three segments:

A. Vishaka Guidelines and Prevention of Sexual Harassment

- The Dean provided an overview of the Vishaka Guidelines, issued by the Supreme Court of India in 1997, emphasizing their relevance in educational institutions.

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Key topics covered:

- What constitutes sexual harassment.
- The importance of maintaining a safe and respectful academic environment.
- Information about the Internal Complaints Committee (ICC)—its formation, purpose, and how to approach it in case of grievances.
- The rights and responsibilities of students and faculty in creating a harassment-free space.

The Dean encouraged all attendees to be vigilant, informed, and supportive, promoting a culture of safety and zero tolerance toward harassment.

B. Importance of Self-Hygiene

The Dean emphasized the importance of personal hygiene, especially in a communal and academic setting.

Topics included:

- Menstrual hygiene and safe practices.
- Clean clothing, handwashing, and personal grooming.
- Awareness of infections and preventive care.

The Students were advised to maintain cleanliness in hostels, classrooms, and washroom areas, and were encouraged to seek medical help whenever necessary.

C. General Discipline and Conduct

- The session concluded with a reminder of the importance of discipline and decorum in both academic and personal behavior.

Points highlighted:

- Punctuality, regular attendance, and respectful behavior.
- Dress code adherence and responsible use of college premises and facilities.
- Promoting mutual respect between students and faculty.

The Dean reiterated that discipline not only enhances personal development but also contributes to a positive institutional culture.

3. Student Interaction

- A brief interactive session followed, where students were encouraged to ask questions and share concerns.
- Queries related to the complaint process and menstrual hygiene were addressed.
- The Dean ensured that all concerns would be taken seriously and handled with sensitivity and confidentiality.

4. Conclusion:

- The awareness session was informative and well-received by all participants. The Dean's address was clear, engaging, and empowering, reinforcing institutional commitment toward safety, health, and discipline.
- Attendees expressed appreciation for the initiative and requested that similar sessions be conducted regularly.

5. Recommendations:

- Periodic workshops on legal rights, health, and wellness.
- Distribution of informational pamphlets on hygiene and sexual harassment policies.
- Suggestion boxes for reporting concerns.



Ms.R.Janani Iswariya, Dean of Women Students addressing the students



Interactive participation of Female Students

Dean Of Women Students
Loyola College Of Arts and Science(Co-Ed.)
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