



**SHRI DHARMASTHALA MANJUNATHESHWARA COLLEGE OF
BUSINESS MANAGEMENT, MANGALURU – 575 003.**

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NAAC Reaccredited (2023)
with 'A' Grade

INTERNAL COMPLIANCE COMMITTEE (ICC)

Internal Compliance Committee is a body formed to address the complaints received from the employees working in the Institute, as well as inquire into and give recommendations to the management on the appropriate action required. SDM College of Business Management has zero tolerance against disrespect and exploitation of any employee.

OBJECTIVES:

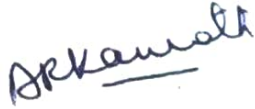
1. To ensure conducive environment for all those who are working in the Institute.
2. To create and ensure a safe work environment that is free of sexual harassment especially for women employees.
3. To address harassment complaint if any.
4. To create physical and social environment for all employees.
5. To develop guidelines against any kind of harassment observed.
6. To organize awareness program regarding employee welfare schemes.

ACTIVITIES:

1. Seminars and awareness programmes are organized as proactive measures to prevent any kind of exploitation of the teaching and supporting staff.
2. The College Internal Compliance Committee meet once in a semester (beginning of the semester) and also as and when needed.

Composition 2025 – 2026

SL.NO.	NAME & DESIGNATION OF THE OFFICIAL	NOMINATED AS
1	Prof. Aruna P Kamath, Principal	Chairman
2	Mrs. Divya Uchil, Vice Principal	Co-Ordinator
3	Mrs. Kavitha Prabhu, Faculty	Member
4	Mrs. Ramya S Ballal, Office Supdt.	Member


Principal
Shri Dharmasthala Manjunatheshwara
College of Business Management
MANGALORE

DATE : 28-07-2025

TIME : 3:00 PM

VENUE : Discussion Room

MEMBERS INVITED AND PRESENT

Name	Designation	Signature
Prof Asuna P. Kamath	Principal	<i>one</i>
Mrs. Divya Uchil	Co-ordinator	<i>Divya</i>
Mrs Kavitha Babhu	HOD, Mkt Department	<i>Kavitha</i>
Mrs. Ramya S. Ballal	Office Superintendent	<i>Ramya</i>

MEMBERS NOT PRESENT : NIL

AGENDA

SDMCBM/ICC/2025-26/1.1 : Reading of the minutes of the previous meeting

SDMCBM/ICC/2025-26/1.2 : To prepare the plan of action and objectives for the committee

SDMCBM/ICC/2025-26/1.3 : Entrust the duties and responsibilities to the members.

SDMCBM/ICC/2025-26/1.4 : Any other matter

MINUTES OF THE MEETING

SDMCBM/ICC/2025-26/1.1 : Reading of the minutes of the previous meeting

Minutes : Mrs. Divya Uchil, co-ordinator of the committee, read out the minutes of the last meeting. The committee appreciated the dedicated work in executing the initiatives successfully.

Resolution : The members resolved to adopt the minutes of the previous meeting.

SDMCBM/ICC/2025-26/1.2 : To prepare the plan of action and objectives for the committee

Minutes : Detailed plan of action and objectives were prepared in the meeting.

Resolution: The members resolved to adopt the objectives and plan of action for the academic year

SDMCBM/ICC/2025-26/1.3: To entrust the duties and responsibilities to the members

Minutes: Duties and responsibilities are delegated to each of the members of the committee.

Resolution: All the members resolved to adopt the duties and responsibilities entrusted to them

SDMCBM/ICC/2025-26/1.4: Any other matter

Minutes: No other matter is discussed in the meeting

[Signature]

Principal
Shri Dharmasthala Manjunatheswara
College of Business Management
MANGALORE

TCC/2024-2025/01

Page No

Date

Date - 13.10.2024

Time - 3:00 PM

Venue - Discussion Room

Agenda

TCC/2024-2025/01 : To prepare the plan of action and objective for the committee for the academic year.

TCC/2024-2025/02 Entrust the duties and responsibilities to the members.

TCC/2024-2025/03 Any other matter to discuss.

Members Present

Prof. Aruna P Kamath ^{as}

Mrs. Divya Uchil

Mrs. Madhumathi J Raja

Mrs. Ramya Ballal

Minutes

1.1 The chairman welcomed the members of the committee and discussed the detailed plan of action.

1.2 Responsibilities were delegated among members.

1.3 No other matter to discuss.

ICE | 2024-2025 / 01

Date: 15-10-2024

TIME: 3:00 PM

VENUE: Discussion Room

Agenda

ICE | 2024-2025 / 1-1 To prepare the plan of action and objectives for the committee for the academic year.

ICE | 2024-2025 / 1-2: Enlist the duties and responsibilities to the members.

ICE | 2024-2025 / 1-3 Any other matter to discuss

Members Present

Prof. Aruna P. Karath


Mrs. Divya Ullal

Mrs. Madhumathi J. Raja

Mrs. Ranya S. Ballal

Dr. Divya
Dr. Jiji
Dr. Ranya

- Dr. Aravind welcomed the members of the committee and a detailed plan of action along with the objectives was finalized.
1. 2. Responsibilities were delegated to each of the members of the committee.
 1. 3. The meeting was ended as there was no other matter to be discussed.


Principal
Shri Dharmasthala Manjunathaswara
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ICE / 2024-2025 / 02.

Page No.

Date:

Date: 16-5-2025

Time: 3:00 - 4:00


Venue: Discussion Room


Agenda

ICE/2024-2025/2-1. Evaluation of function of the committee

ICE/2024-2025/2-2. Any other matter

Members Present

Prof. Aruna P Karath 

Mrs. Divya Uchil 

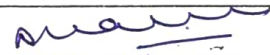
Mrs. Madhuvathi J. Raj 

Mrs. Remya S. Ballal 

Minutes

2-1 Principal welcomed the gathering. It was observed that the function of the committee was carried out well.

2-2 It was observed that no complaints were received by the committee.



Principal

Shri Dharmasthala Manjunatheswara

College of Business Management

MANGALORE

ICC / 2023 - 24 / 01

Page No.

Date

Meeting held on

Date : 24 August 2023

Time : 3:30 pm

Venue : Discussion Room.

Agenda :

ICC / 2023 - 24 / 1.1 : To prepare a plan of action and set objectives of the committee for the academic year.

ICC / 2023 - 24 / 1.2 : Entrust the duties and responsibilities to the members.

ICC / 2023 - 24 / 1.3 : Any other matter to discuss.

Members Present are

Prof Aruna P. Kamath *AK*

Mrs Divya Uchil *DU*

Mrs Kavitha K. *KK*

Mrs Ramya S. Ballal *RSB*

Mrs Madhumathi J. Raja *MJR*

Minutes :

1.1 : The chairman welcomed the members of the committee and a detailed plan of action.

1.2 : Responsibilities were delegated to each of the members of the committee.

1.3 : Meeting was ended as there were no other matter for discussion.

AK

Principal

Armashtala Manjunatheswara

College of Business Management

MANGALORE

ICC/2023-24/02

Meeting held on

Date: 19 April 2024

Time: 3:30 pm

Venue: Discussion Room

Agenda:

ICC/2023-24/2.1 : Evaluation of functions of the committee.

ICC/2023-24/2.2 : Any other matter.

Members Present :

Prof. Aruna P. Kamath

Mrs. Divya Ukil

Mrs. Kavitha. K.

Mrs. Ramya. S. Ballal

Mrs. Madhumathi. T. Raju

Dr.
Srinivas
Dr.

Dr.

Minutes :

2.1 : It was observed that the functions of the committee were carried out at ease.

2.2 : It was observed that no complaints were received by the committee.

Date - 2-11-2022

Time - 3:30 PM

Venue - Discussion Room

Agenda:-

1.01 → To Prepare plan of action for the academic year

1.02 → Distribute the duties and responsibilities to the members

1.03 → Any other matter.

Members Present:

Prof. Aruna P Kamath - ~~present~~

Ms. Divya Uthil - ~~Present~~

Ms. Madhumathi - ~~Present~~

Mrs. Karitha K - ~~Present~~

Mrs. Ramya - ~~Present~~

Minutes: 1.01. Plan of action for the academic year was discussed in detail and finalized the events.

1.02 → Responsibilities were delegated to each members

1.03 → No issues and complaints received.