

**Sipna Shikshan Prasarak Mandal, Amravati's**  
**Arts, Science and Commerce College,**  
**Chikhaldara, Distt. Amravati**

**INTERNAL COMPLAINT COMMITTEE**

## **Introduction**

“Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act,” 2013, provides protection against sexual harassment of women at workplace and for the prevention and redressal of complaints of sexual harassment and for the matters connected therewith or incidental thereto.

It shall be the duty of the employer or other responsible persons in workplaces or other institutions to prevent sexual harassment and to provide the procedures for the resolution, settlement, or prosecution of acts, of sexual harassment by taking all steps required.

Arts, Science and Commerce college, Chikhaldara is committed to maintain healthy environment which is free of all forms of gender violence, sexual harassment, and discrimination on the basis of gender. As directed by the act Institute has constituted a committee called “Internal Complaint Committee to Prevent Sexual Harassment of Women at the Workplace.” The Women Grievance Cell which was established initially in the college to create awareness of the Women’s rights and to empower women, has been now taken over by “Internal Complaint Committee”.

## **Objectives of ICC**

1. To create awareness among all female students, employees and provide information to women teaching and nonteaching staff members and female students about the directions of the Internal Complaint Committee.
2. To prevent discrimination and sexual harassment by promoting gender equity among students and staff members.
3. To safeguard the rights of female students, faculty and staff members.
4. To provide platform for listening to complaints and redressed the grievances.
5. To maintain hygiene habits and ensure healthy atmosphere in and around the college campus.

## **Constitution of ICC**

1. Presiding Office -who shall a women faculty member employed at senior level (Not below an Associate Professor in case of college)
2. Two faculty members and Non teaching employees – Nominated by executive authority
3. Three students enrolled at Under graduate and Post graduate and Research Scholar – Elected through transparent procedure
4. One Member from amongst Non government organization – Persona familiar with the issues relating to sexual harassment nominated by executive authorities

5. At least one half of the total members of the ICC shall be women and Persons in senior administrative positions shall not be the members of ICC and the term of office of the members of ICC shall be period of 3 years

## **Composition of ICC**

<b>Name</b>	<b>Position</b>	<b>Contact Number</b>
<b>Dr. U. R. Kokate</b>	<b>Presiding Officer</b>	<b>9423610514</b>
<b>Dr. Ku. S.N.Jagtap</b>	<b>Member</b>	<b>9423426825</b>
<b>Dr.P.G. Gawande</b>	<b>Member</b>	<b>9422949160</b>
<b>Dr. Ku. U.S. Wasnik</b>	<b>Member</b>	<b>9423648847</b>
<b>Shri. P.S. Tayade</b>	<b>Member</b>	<b>9423610533</b>
<b>Smt. B.R. Darshimbe</b>	<b>Member</b>	<b>7378546342</b>
<b>Ms. Sushila Dhande</b>	<b>Member (From NGO)</b>	<b>-----</b>
<b>Ms. Kajal Narayan Patil</b>	<b>Member</b>	<b>7498363251</b>
<b>Ms. Sakshi Jog</b>	<b>Member</b>	<b>7796796796</b>
<b>Ms. Trupti Sawalkar</b>	<b>Member</b>	<b>9405912464</b>

## **What is Sexual Harassment**

Sexual harassment includes any one or more of the following unwelcome acts or behaviour,unwelcome sexually determined behaviour (whether directly or by implication) in any form, such as:

- Physical contacts and advances;
- A demand or a request for sexual favours;
- Sexually coloured remarks;
- Showing pornography;
- Any other unwelcome physical, verbal/non-verbal conduct of sexual nature.

## **Complaint of sexual harassment**

- Complaint any aggrieved woman may make, in writing, a complaint of sexual harassment at workplace to the Internal Complaint Committee within a period of three months from the date of incident and in case of a series of incidents, within a period of three months from the date of last incident: Provided that where such complaint cannot be made in writing, the Presiding Officer or any Member of the Internal Complaint Committee or the Chairperson or any Member of the Local Committee, as the case may be, shall render all reasonable assistance to the woman for making the complaint in writing: Provided further that the Internal Complaint Committee or, as the case may be, the Local Committee may, for the reasons to be recorded in writing, extend the time limit not exceeding three months , if it is satisfied that the circumstances were such which prevented the woman from filing a complaint within the said period.
- Where the aggrieved woman is unable to make a complaint on account of her physical or mental incapacity or death or otherwise, her legal heir or such other person as may be prescribed may make a complaint under this section.