

PAHALWAN GURUDEEN PRASIKSHAN MAHAVIDYALAYA



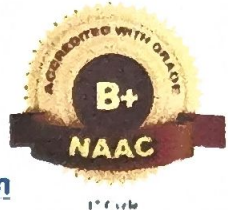
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Formation Date...10/07/2017

Reformation Date...24/07/2026

Pahalwan Gurudeen Prashikshan Mahavidyalaya, Lalitpur (U.P.) Internal Complaints Committee (ICC)

1. About the Internal Complaints Committee

The Internal Complaints Committee (ICC) of the college has been constituted in accordance with the guidelines issued by the University Grants Commission and the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

The primary objective of the Internal Complaints Committee is to prevent sexual harassment at the workplace and to provide a safe, secure, and respectful environment for women employees and students in the institution.

The committee ensures that all complaints related to sexual harassment are addressed promptly, fairly, and confidentially in accordance with the prescribed legal and institutional procedures.

2. Objectives of the ICC

The major objectives of the Internal Complaints Committee are:

1. To prevent incidents of sexual harassment within the college campus.
2. To create awareness about gender equality and respectful workplace behaviour.
3. To provide a safe environment for women students, faculty, and staff.
4. To address complaints related to sexual harassment in a timely and confidential manner.
5. To recommend appropriate action against individuals found guilty of misconduct.

3. Definition of Sexual Harassment

As defined under the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, sexual harassment includes any unwelcome act or behaviour such as:

- Physical contact and advances
- Demand or request for sexual favours
- Making sexually coloured remarks
- Showing pornography
- Any other unwelcome physical, verbal, or non-verbal conduct of sexual nature

4. Functions of the Internal Complaints Committee

The Internal Complaints Committee performs the following functions:

- Receive and examine complaints of sexual harassment.
- Conduct fair and impartial inquiries into complaints.
- Ensure confidentiality of complainants and witnesses.
- Recommend disciplinary action where necessary.
- Conduct awareness programs on prevention of sexual harassment.
- Promote gender sensitivity and respect in the institutional environment.

5. Composition of the ICC

As per the guidelines of the University Grants Commission, the Internal Complaints Committee consists of the following members:

S. No.	Name	Designation	Role in ICC
1	Sarita Srivastava	Teaching Staff	Presiding Officer
2	Neelam Yadav	Teaching Staff	Deputy Presiding Officer
3	Sarita Yadav	Teaching Staff	Member
4	Anchal Yadav	Teaching Staff	Member
5	Mr. Shobha Ram	Staff	Member
6	Dr. Vinod Yadav	External Representative	Member
7	Mr. Mohit Jha	Student	Member

6. Complaint Procedure

Any aggrieved woman (student, faculty member, or staff) may file a complaint with the Internal Complaints Committee.

The complaint procedure includes:

1. Submission of a written complaint within three months of the incident.
2. The ICC acknowledges the complaint and initiates an inquiry.
3. Both parties are given an opportunity to present their statements.
4. The committee conducts a fair and confidential investigation.
5. Recommendations are submitted to the Head of the Institution for appropriate action.

7. Possible Actions / Penalties

Depending on the findings of the inquiry, the ICC may recommend:

- Written apology
- Warning or reprimand
- Counseling
- Suspension from duties or classes
- Termination or disciplinary action as per institutional rules



8. Awareness and Prevention Activities

The ICC organizes the following activities regularly:

- Gender sensitization workshops
- Awareness programs on workplace dignity
- Orientation for students and staff
- Campaigns promoting respectful behavior on campus

9. Confidentiality

All proceedings of the Internal Complaints Committee are kept strictly confidential to protect the dignity and privacy of the complainant, respondent, and witnesses.

10. Contact Details

Presiding Officer – Internal Complaints Committee (ICC):

Ms. Sarita Srivastava

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Principal
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