



Government College for Women, Sonipat

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Internal Complaint Committee

POLICY ON CASES AGAINST SEXUAL HARASSMENT

Preamble:

The Internal Complaint Committee of Govt. College for Women, Sonipat against the cases of Sexual Harassment is committed to provide a conducive environment, free from violence, harassment, and exploitation amongst the students, teaching & non-teaching staff on the college campus. This includes all forms of gender violence, sexual harassment against women. The Committee members are expected to render full assistance to the “Aggrieved Woman” in writing the complaint of Sexual Harassment. The members should also be aware of the responsibilities and duties under the UGC Regulations as well as under the Sexual Harassment of Women at Workplace Act, 2013.

Formation of the Internal Complaint Committee:

The Internal Complaint Committee of the Govt. College for Women, Sonipat is formed under Section 4 of University Grants Commission (Prevention, Prohibition and Redressal of Sexual Harassment of Women employees and students in higher educational institutions) Regulation, 2015 & under Section 4 of Sexual Harassment of Women at Workplace (Prohibition, Prevention & Redressal) Act, 2013.

Declaration of the Policy:

Govt. College for Women, Sonipat shall value the dignity of women & guarantee full respect for the "Fundamental Rights" under Article 14,15,19 & 21 of the Constitution of India. To achieve Gender Equality amongst the employees & students, all forms of sexual harassment in the employment, education, or training environment are declared as unlawful under the Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013 & UGC Regulations as well as under the Sexual Harassment of Women at Workplace Act, 2013.

Objectives of the Policy:

- To fulfill the requirements of the Sexual Harassment of Women at Workplace At, 2013 (POSH Act).
- To ensure that the In-House Grievance Redressal Mechanism as mentioned under the Act is implemented to the full spirit.
- To provide an environment free of gender discrimination.
- To assist the "Aggrieved Woman" to make the complaint relating to Sexual Harassment of Women at Workplace.
- To create a secure physical and social environment that will deter acts of sexual harassment.
- To create awareness among students against such activities.

Composition of the Committee:

- i) A Presiding Officer who shall be a woman employed at a senior level at the workplace from amongst the employees will act as a convener of the committee. Provided that in case a senior level woman employee is not available, the Presiding Officer shall be nominated from other offices or administrative units of the workplace.
- ii) Not less than two members from employees preferably committed to the cause of women or who have had experience in social work or have the legal knowledge.
- iii) At least one-half of the total Members so nominated shall be women.

Jurisdiction of the Committee:

The Rules and Regulations outlined in this policy shall be applicable to all the complaints relating to Sexual Harassment at Workplace.

Powers of the Committee:

- i) The Committee shall have the power to summon witnesses and call for documents or any information from any employee/student.
- ii) The Committee shall have the power to issue interim directions to any person participating in the proceedings before it.
- iii) The Committee before initiating an inquiry under the Act may undergo "Conciliation" under Section 10 of the Act if both the parties agree to it.


Procedure to be followed by the Committee:

- i) The Committee shall meet as and when any complaint is received by it. Complaints may be received by any member of the committee.
- ii) The Committee may direct the complainant to prepare and submit a detailed statement of incidents if the written complaint lacks exactness and required particulars, within a period of five (5) days from such direction, the Committee members shall assist in writing the complaint.
- iii) The Committee shall direct the accused employee(s)/student(s) to prepare and submit a written response to the complaint/allegations within a period of five (5) days from such direction or such other time period as the Committee may decide.
- iv) Each party shall be provided with a copy of the written statement(s) submitted by the other.
- v) The Committee shall allow both parties to produce relevant documents and witnesses to support their case. The Committee shall sit on a day-to-day basis to record and consider the evidence produced by both parties.

- vi) The Committee shall make all endeavors to complete its proceedings within a period of Ninety (90) days from the date of receipt of the complaint.
- vii) On the completion of an inquiry under this Act, the Internal Committee shall provide a report of its findings to the Head of the Institution within a period of ten days (10) from the date of completion of the inquiry, and such report be made available to the concerned parties.
- viii) Where the Internal Committee arrives at the conclusion that the allegation against the respondent has been proved, it shall recommend to Head of the Institution to assume such act as sexual harassment and a misconduct in accordance with the provisions of the Service Rules applicable to the respondent.

ix) **List of Members:**

Sr. No.	Name	Designation	Position	EMail Id-	Contact Number
1.	Dr. Vandana Nasa	Associate Professor of Commerce	Convener	vnassa123@gmail.com	9466702338
2.	Dr. Naveen Vashishte	Assistant Professor of History	Member	naveenvashita@gmail.com	9416693319
3.	Dr. Rajesh Kumar	Assistant Professor of Commerce	Member	SCHOLAR.RAJESH@GMAIL.COM	9050308277
4.	Mrs. Rekha	Assistant Professor of Commerce	Member	rekhadocs123@gmail.com	9466604066


 Principal for Women
 Govt. College for Women, Sonapat



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Composition of ICC/Anti-Sexual Harassment Committee (2024-25)

Date: 02/3/25

An Internal Complaint Committee or Anti-Sexual Harassment Committee is constituted for each session for the safety of girls students in the college. The committee aims to prevent and address incidents of sexual harassment of students at their place of work and provide a mechanism for redressal of complaints related to such harassment. So, in the session of 2024-25, this committee has also been constituted having the following members:

List of Members:

Sr. No.	Name	Designation	Position	Signature
1.	Dr. Vandana Nasa	Associate Professor of Commerce	Convener	
2.	Dr. Naveen Vashishta	Assistant Professor of History	Member	
3.	Dr. Rajesh Kumar	Assistant Professor of Commerce	Member	
4.	Mrs. Rekha	Assistant Professor of Commerce	Member	

1.	Mr. Sandeep Kumar	Assistant	Member	Sandeep
2.	Ms. Jahanvi	Clerk	Member	Jahanvi
3.	Mr. Nitin Jain	Director, NGO	Member	Nitin Jain
4.	Ms. Isha	Student	Member	Isha.
5.	Ms. Tanisha	Student	Member	Tanisha
6.	Ms. Nitu.	Student	Member	Nitu
7.	Ms. Annu	Student	Member	Annu.


 Govt Principal ⁰⁸⁻⁰³⁻²⁰²⁵ Women
 Sonapat

PENAL CONSEQUENCES

1. SEXUAL HARASSMENT: *unwelcome physical, verbal, or non-verbal conduct of a sexual nature, threats or reprisals that creates an intimidating, hostile, or offensive work environment.*

- The punishment for sexual harassment under the act includes a fine of up to Rs.1,00,000 or imprisonment for up to three years, or both.
- In addition, the employer may take disciplinary action against the offender, which may include a written apology, reprimand, warning, censure, withholding promotion/pay raise/increment, suspension or termination of employment.
- The Complaints Committee may also recommend financial damages to the complainant while taking into consideration: • Mental trauma, pain, suffering and emotional distress caused • Medical expenses incurred • Loss of career opportunity • Income and financial status of the respondent. If the amount is not paid it can be recovered as an arrear of land revenue.
- Penalties have been prescribed for **Employers** for non-compliance with the provisions of the Act shall be punishable with a fine of up to ₹ 50,000.

2. STALKING: *paying someone unwelcome attention or making contact such that it renders the victim emotional discomfort, anxiety, and depression.*

- Stalking can result in a fine, a three-year prison sentence, or even both.

3. VOYEURISM: *the act of watching, capturing or disseminating the image of a person engaging in a private act without their consent*

- Voyeurism is punishable by imprisonment for up to three years or a fine or both.