

Internal Complaints Committee

As per guidelines of UGC, NAAC and the Supreme Court Sexual Harassment of Women Act, 2013, the college has established the Internal Complaints Committee for effective enforcement of basic human rights of gender equality and assurance of an environment free of sexual harassment and abuse for the academic year 2024-25.

The objective of the ICC is to develop healthy and safe atmosphere for the faculty and students of the college and to prevent sexual harassment or exploitation of any kind. Policy measures and procedures are laid down to combat sexual harassment. The students are made aware of proactive measures through seminars and workshops. The Internal Complaints Committee of the college addresses the grievances filed in a confidential and sensitive manner.

List of Members

S.No.	Name	Mobile No.	E-mail Id
1	Dr. Kawalbir Kaur	9815202560	Kawalmahal07@gmail.com
2	Dr. Ritu Kalia	6239396388	adisadgi@gmail.com
3	Harpreet Kaur	9781984002	Kaur.harpreetghai@gmail.com
4	Baljit Kaur	7814114502	Jatinderbal042@gmail.com
5	Saruchi Paul	8968004765	Saruchipaul2@gmail.com
6	Raminderdeep Kaur	9779193960	Ramindersandhu695@gmail.com
7	Sonal Mahajan	9781353828	sonalbharatmahajan@gmail.com
8	Jyoti Bala	9876789696	Subeigbir23@gmail.com
9	Jagroop Kaur	8427278869	Jagroopsd838@gmail.com

Working Rules for Internal Complaints Committee:

1. A woman can give a written complaint within 3 months of incident. If she can't write, ICC members will help her.
2. She ^{can} give witness names and documents later also.
3. If there was a genuine reason for delay, ICC can allow 3 more months.
4. Any ICC Member who receives the complaint must send it to the Presiding Officer immediately and inform other members within 3 days.
5. The Committee will first check if the complaint comes under their work or not.
6. The person against whom the complaint is made will get a notice within 7 days and must reply within 10 working days.
7. If the woman wants, the committee will help her file a police complaint.
8. Before starting the inquiry, the woman can choose to solve the matter through conciliation settlement.

2. Settlement cannot include money, if settlement happens, ICC will record it and give it to the employer to follow.

Meeting of ICC,

Minutes of meeting held on
at 2:30 pm in faculty room.

The following members were present.

1. Dr. Kawalbir Kaur
2. Dr. Ritu Kalia
3. Harjeet Kaur
4. Sanchi Paul
5. Baljit Kaur
6. Jyoti Bala
7. Jyoti Kaur
8. Raninder Kaur

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The following points were discussed.

1. Members discussed the importance of ICC.
2. Members discussed the objectives of ICC.
3. Members discussed about working and job roles of the committee.
4. Members discussed and approved to take serious note of complaints of sexual harassment of women employed and girls.

5. Members suggested to Complaint drop box in the college for girls and faculty. The duty has been assigned to member Harjeet Kaur, Assistant Professor in Maths.

6. Jyoti Bala, Assistant Professor in Fine Arts has been made in charge to check Complaint box regularly and to report to the Convener of the Committee for further action.