



## INTERNAL COMPLIANT COMMITTEE (ICC)

### Preamble

- Sexual harassment at a workplace is considered violation of women right to equality, life and liberty. It creates an insecure and hostile work environment, which discourages women's participation in work, thereby adversely affecting their social and economic empowerment and the goal of inclusive growth.
- With more and more women joining the workforce both in organized and unorganized sectors ensuring and enabling working environment for women through legislation is felt imperative by the government. The Supreme Court of India in the case of Vishaka v/s State of Rajasthan (1997) 7 SCC 323, also reaffirmed that sexual harassment at workplace is a form of discrimination against woman and recognised that it violates the constitutional right to equality and provided guidelines to address this issue pending the enactment of a suitable legislation.
- It is, thus, proposed to enact a comprehensive legislation to provide for safe secure and enabling environment to every woman irrespective of her age or employment status (other than domestic worker working at home), free from all the forms of sexual harassment by fixing the responsibility on the employer as well as the district Magistrate or Additional District Magistrate or the Collector or Deputy Collector of every district in the state as a district officer and laying down a statutory redressal mechanism. In this context it is mandatory that every institution is required to constitute Internal Complaints Committees to ensure safe and secured working environment for the women employees.

### Objectives

- To receive complaints related to sexual harassments experienced by women employees, conduct inquiries and recommend appropriate actions to be taken by the College.
- To conduct educational activities for the various categories of employees of the constituent institutions to promote gender equality and gender equity.
- To create gender sensitization among all categories of employees and students through posters, stickers and other audio visual media.



## **Roles and Responsibilities**

The responsibilities of the ICC include **receiving and initiating inquiries into workplace harassment complaints**, submitting findings and recommendations, coordinating with the employer for appropriate action, maintaining strict confidentiality, and submitting annual reports as required by law.

### **Key responsibilities of Internal Complaints Committee**

- To ensure that each complaint is addressed responsibly and impartially facilitating just and fair inquiry process without retaliation (for complainants or the witnesses).
- To deal with Sexual Harassment grievances.
- To maintain confidentiality and an attitude of empathy at all times towards both the accused and the accuser.
- To carry out capacity building interventions for members and staff focusing on building skills on identification and handling of grievances.
- To document proceedings from the time of receipt of complaint until its conclusion.
- To be aware of the national policies regarding sexual harassment and obtain legal opinion and procure the services of a lawyer specializing in the issue whenever necessary.
- To counsel and maintain a sensitive attitude towards both accused and accuser at all times.
- To investigate such complaints and take appropriate corrective action.
- Principal is the APPELLATE authority.