



Nutan Maharashtra Vidya Prasarak Mandal's
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(Approved By The Bar Council of India, Recognized By The Govt. of Maharashtra & Affiliated To Savitribai Phule Pune University),
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INTERNAL COMPLAINT COMMITTEE (ICC)

(As per Section 4 of, The Sexual Harassment of Women at Workplace
(Prevention, Prohibition and Redressal) Act, 2013) & rule 4 of the UGC
Regulations, 2015

SN	Member Name	Designation	Gender
1	Dr. Pradipkumar Tambe	Chairperson	Male
2	Mr. Levi Morningstar	Coordinator	Male
3	Mr. Kailash Poul	Faculty	Male
4	Ms. Rohini Deshpande	Admin Staff	Female
5	Adv. Bhagyashree Khutade	Advocate, NGO	Female
6	Ms. Shreya Bansode	Student	Female
7	Adv. Payal Chaudhari	Counsellor	Female



INTERNAL COMPLAINTS COMMITTEE (ICC) STATUTE

CHAPTER I

PRELIMINARY

1. Short title and commencement

- 1.1. These rules may be called **"The Internal Complaints Committee (ICC) Statute of the Institution."**
- 1.2. They shall come into force from the date of their adoption by the competent authority.

2. Statutory authority

- 2.1. This Statute or Regulations for the Institution is framed in accordance with
 - (a) The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013;
 - (b) The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Rules, 2013; and
 - (c) The University Grants Commission (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015.
- 2.2. This Statute or Regulation shall be read in harmony with directions issued by the UGC, courts of competent jurisdiction, and other statutory authorities.



CHAPTER II

ESTABLISHMENT AND OBJECTS

3. Establishment of Internal Complaints Committee

- 3.1. Every Higher Educational Institution shall constitute an **Internal Complaints Committee (ICC)**.
- 3.2. The ICC shall function as a **statutory body** for prevention, prohibition and redressal of sexual harassment.

4. Objectives of the ICC

The objectives of the ICC shall be

- (a) to provide protection against sexual harassment of women at the workplace and within the campus;
 - (b) to prevent the occurrence of sexual harassment through awareness and sensitization,
 - (c) to provide a mechanism for redressal of complaints of sexual harassment; and
 - (d) to ensure compliance with the mandates of the UGC Regulations, 2015 and the PoSH Act, 2013.
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CHAPTER III

CONSTITUTION OF THE ICC

5. Composition of the Internal Complaints Committee

- 5.1. The ICC shall be constituted **in accordance with Section 4 of the PoSH Act, 2013**, read with Regulation 4 of the UGC Regulations, 2015.
- 5.2. The ICC shall consist of
- (a) A Presiding Officer, who shall be a **senior woman faculty member** of the Institution;
 - (b) Not less than two members from amongst employees committed to the cause of women or having legal or social work experience;
 - (c) One external member from a non-governmental organization or association committed to the cause of women or familiar with issues relating to sexual harassment;
 - (d) At least one-half of the total members shall be women.
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6. Tenure of members

- 6.1. The Presiding Officer and members shall hold office for a term **not exceeding three years**, as prescribed under **Section 4(2) of the PoSH Act, 2013**.
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CHAPTER IV

POWERS AND FUNCTIONS

7. Functions of the ICC

The ICC shall

- (a) receive complaints of sexual harassment in writing, **in accordance with Section 9** of the PoSH Act, 2013;
 - (b) conduct inquiry into complaints in accordance with Section 11 of the PoSH Act, 2013 and Regulation 8 of the UGC Regulations, 2015;
 - (c) ensure confidentiality of proceedings as mandated under Section 16 of the PoSH Act, 2013;
 - (d) recommend appropriate action to the competent authority under Section 13 of the PoSH Act, 2013;
 - (e) conduct awareness and sensitization programmes as required under Regulation 3 of the UGC Regulations, 2015.
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CHAPTER V

PROCEDURE AND REDRESSAL

8. Inquiry procedure

- 8.1. The inquiry shall be conducted in accordance with the principles of natural justice.
 - 8.2. The inquiry shall be completed within ninety days, as prescribed under Section 11(4) of the PoSH Act, 2013.
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9. Action on inquiry report

- 9.1. Upon completion of the inquiry, the ICC shall submit its report to the competent authority.



9.2. The competent authority shall act upon the recommendations within sixty days, in accordance with Section 13 of the PoSH Act, 2013.

CHAPTER VI

PREVENTION, AWARENESS AND DISCLOSURE

10. Preventive measures

10.1 The Institution shall take preventive steps **as mandated under Section 19 of the** PoSH Act, 2013, including

- (a) display of penal consequences of sexual harassment;
 - (b) organization of workshops and awareness programmes;
 - (c) orientation of students and employees.
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11. Disclosure and reporting

11.1 The Institution shall include details of ICC constitution and activities in its annual report, in compliance with Regulation 14 of the UGC Regulations, 2015.