

Facing Sexual Harassment? We're Listening!

Drop a mail at: nncicc2017@gmail.com



**NETAJI NAGAR
COLLEGE**

I N T E R N A L

C O M P L A I N T

C E L L (I C C)

**Contact:
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Phone: 7003822912**

Convener: Dr. Debrupa Chakraborty

INTERNAL COMPLAINTS CELL (ICC)

Everybody has the right to be treated with dignity and respect and a right to safe and healthy work environment. Sexual harassment is a violation of an individuals' right to work and live with dignity. Netaji Nagar College is committed to providing a place of work and study that is free of sexual harassment. Instances of sexual harassment will be taken seriously and dealt with promptly. Disciplinary action will be taken according to the nature and gravity of the behaviour reported. The College will respect the confidentiality and privacy of individuals reporting and the accused of sexual harassment to the extent possible. Care will be taken to see that complainants, witnesses and the harasser does not face victimization and discrimination during the process of enquiry. Intentionally providing false information is a ground for disciplinary action. In case of a false complaint a penalty will be levied on the complainant. All members of Netaji Nagar College – students, teaching faculty, administrative staff, both contractual and temporary will come under the purview of this policy. The Internal Complain Committee (ICC) was constituted in the College in April, 2017.

What constitutes sexual harassment?

Sexual harassment as defined in the Sexual harassment of women at workplace prevention, prohibition and redressal) Act, 2013 includes any one or more of the following 'Unwelcome' acts or behaviour : (i) physical contact and advances; (ii) a demand or request for sexual favours; (iii) making sexually coloured remarks; (iv) showing pornography; or (v) any other unwelcome physical, verbal or non-verbal conduct of sexual nature. This would also include online harassment via internet,

sms and social network sites. Further, the following may also amount to sexual harassment: (i) implied or explicit promise of preferential treatment; (ii) implied or explicit threat of detrimental treatment; (iii) implied or explicit threat about present or future employment status; (iv) interference with work or creating an intimidating or offensive or hostile work environment; or (v) humiliating treatment likely to affect health or safety.

The Process for Complaint and Inquiry

Step I: An aggrieved woman should give a written complaint either in person or through post or email. It should be submitted to the 'Prevention of Sexual Harassment and Atrocities against Women Committee' within 3 months of the date of the incident. The time limit may be extended for a further period of 3 months if, on account of certain circumstances, the woman was prevented from filing the complaint. If the aggrieved woman is unable to make a complaint, her legal heirs may do so.

Step II: On receipt of the complaint, the ICC will proceed to make an inquiry in accordance with the service rules or in their absence, in accordance with rules under the Act. The inquiry will be completed within 90 days. And the inquiry report will be submitted within 10 days from the date of completion of the inquiry.

Step III: If the ICC finds that the allegations against the respondent are proven, it will submit a report to the Principal to take action for sexual harassment as misconduct in accordance with the provisions of the applicable service rules or where no service rules exist, in accordance with rules framed under the Act.

Step IV: The college management will act on the recommendations of ICC within 60 days of the submission of the inquiry report.

Step V: Appeal against the decision of the ICC is allowed within 90 days of the recommendations.

How to file a complaint (Women staff and Girl students room):

1. Drop the complaint directly **in the ICC Drop Box** (next to Principal's Room in the College) and / or
2. Send an email at nncicc2017@gmail.com

For UGC Rules click www.ugc.ac.in/pdfnews/3284424_Handbook.pdf

Composition of NNC Internal Complain Committee (ICC)

NAME OF THE MEMBERS	DESIGNATION	POSITION	E - mail id
Dr. Amrita Dutta	Principal	Chairman	amritaroy59@gmail.com
Dr. Soma Ghosh	Principal, Hiralal Mazumder Memorial College for Women, Dhakhineswar, Kolkata	External Member	gsoma5995@gmail.com
Dr. Rajasree Chakraborty	Head, Department of Psychology ,Hiralal Mazumder Memorial College for Women, Dhakhineswar, Kolkata	External Member	rajarsreechakraborty@hmmcw.in
Dr. Debrupa Chakraborty	Associate Professor, Department of Commerce	Cell Convener	chakraborty_debrupa@yahoo.com
Prof. Pinaki Ranjan De (Teachers Council Secretary & IQAC Convener)	Associate Professor, Department of Commerce	Member	pinakiranjande@yahoo.com
Dr. Biswajit Bhadra	Associate Professor, Department of Commerce	Member	biswajitbhadra09@gmail.com
Prof. Anasuya Kar	Associate Professor, Department of Economics (Head)	Member	kar.anasuya@gmail.com
Dr. Subhadra Dutta	Associate Professor, Department of Commerce	Member	subhadradutta1963@gmail.com
Prof. Poulami Roy	Assistant Professor, Department of English	Member	poulamiroy.eng@gmail.com
Dr. Sujata Mitra	Professor (SACT-I) , Department of Bengali	Member	sujatamitr@gmail.com
Mrs. Kalpana Rani De	Non - Teaching Staff (Contractual)	Member	-
Smt. Priyanka Singha Roy	Students Representative	Member	priyankasinharoy161@gmail.com