



INTERNAL COMPLAINT COMMITTEE

GOPABANDHU CHOUDHURY COLLEGE, RAMACHANDRAPUR, JAJPUR

email id: icc.gccollege@gmail.com



Objective: To ensure a safe, inclusive, and respectful environment for all students, faculty, and staff by preventing and addressing issues of sexual harassment, eve-teasing, and gender-based misconduct in accordance with UGC and POSH (Prevention of Sexual Harassment) Act 2013 guidelines.

COMPOSITION OF ICC

ICC Comprises:

- Presiding officer (Female Staff)
- Two faculty Members
- One Non-Teaching staff
- Student representative (Rotational)
- One external Member

Power & Functions of ICC:

- To receive complaints of sexual harassment.
- To conduct inquiries in a time-bound manner.
- Recommend disciplinary actions to the Principal
- Organize awareness programs and sensitization workshops.
- Ensure confidentiality and non-retaliation.

Guidelines & Structures for All Staff and Students

A. General Guideline:-

- Zero tolerance for sexual harassment and eve-teasing.
- Display of posters in college premises highlighting consequences.
- ICC contact details to be displayed prominently.
- Sensitization sessions must be held twice a year.

B. Reporting & Redressal:-

- Complaints must be submitted in writing to the ICC within 3 months of the incident.
- ICC to complete inquiry within 90 days and recommend action.
- Retaliation against complainants/witnesses is strictly prohibited.

Do's and Don'ts for Faculty, Staff & Students

✓ DO's

- Maintain respectful professional relationships.
- Support awareness campaigns and attend gender-sensitization programs.
- Report incidents either experienced or witnessed.
- Encourage students to speak up without fear.

✗ DON'Ts

- Do not indulge in inappropriate jokes, comments, or gestures.
- Avoid unwelcome advances or physical proximity.
- Do not misuse your position to intimidate or harass.
- Do not tolerate or ignore complaints—act responsibly.

Penalties for Misconduct:

- Written warning
- Suspension from duty/classes
- Debarring from exams/roles
- Termination or expulsion based on severity
- Legal action as per IPC/UGC norms

Awareness & Training Initiatives

- Mandatory induction session on gender sensitization for fresher's and new staff.
- Quarterly workshops by ICC and external experts.
- Feedback forms to assess campus safe

ICC Members:

1. Mrs. Meetanjali Mohanty, Reader in Botany, 9437604499, Presiding Officer
2. Dr. Kukumeena Mohanty, Reader in Zoology, 9437245888, Faculty Member
3. Mrs. Susila Nayak, Reader in Botany, 9437482393, Faculty Member
4. Mrs. Sasmita Mallick, Lecturer in Commerce, 9442837842, Faculty Member
5. Mrs. Rasmita Das, Junior Clerk, 9178621373, Non-Teaching Member
6. Mrs. Sunanda Pati, Formal Member of Mahila Commission, 8763635365, External Member
7. Rashmirekha Sahoo(+3 3rd Year Sc.) Student Member, 9090028875
8. Barsharani Swain(+3 2nd Year Arts) Student Member, 9827390579
9. Subhasmita Samal(+2 2nd Year Comm.) Student Member, +6372175925