



SHRI SARVAJANIK PHARMACY COLLEGE

NBA Accredited
AICTE & PCI Approved
GTU Affiliated

Managed by
Shri Sarvajanik Kelavani Mandal

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Ref. No. : PH/

INTERNAL COMPLAINT COMMITTEE (ICC)

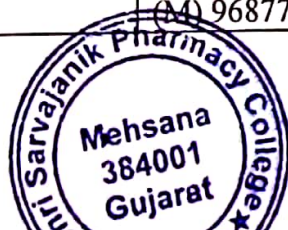
The internal complaint committee (ICC) is constituted as per "The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013", for the purpose to deal with the complaints relating to sexual harassment at work place.

Constituted on Date: 04/04/2018, 1st time Revised on 03/12/2018

Office order:

The ICC comprises following members:

1.	Presiding Officer	Dr. Avani V. Patel (Pharmacognosy) (M) 9727716984	Chairperson
2.	Two faculty members	Dr. Pankaj H. Prajapati (Pharmaceutics) (M) 9979210978	Member Secretary
		Mrs. Shefali S. Chaudhary (Pharmacology) (M) 7600531775	Member
3.	Two non-teaching members	Mrs. Shardaben Chaudhary (Librarian) (M) 9924393778	Member
		Mrs. Rekha Jain (Lab Assistant) (M) 9978257371	Member
4.	A member from NGO or a person familiar with sexual harassment issue	Mr. Sanjay G Patel (Trustee, Yuva Charitable Trust, NGO, working for educational & social activities including women protection and development) (M) 9825807894	Member
5.	Student nominees	Ms. Naiya Patel (BPharm 2 nd semester) (M) 7041608712	Member
		Ms. Nima Patel (BPharm 4 th semester) (M) 7016254013	Member
		Ms. Hiral Chaudhary (BPharm 6 th semester) (M) 9426039847	Member
		Ms. AsthaSanyal (MPharm 2 nd semester) (M) 9687766598	Member



OBJECTIVE OF ICC

Prevent discrimination and sexual harassment, by promoting gender amity among students and employees;

Make recommendations to the management for changes/elaborations in the Rules for students in the Prospectus and the Bye-Laws, to make them gender just and to lay down procedures for the prohibition, resolution, settlement and prosecution of acts of discrimination and sexual harassment, by the students and the employees;

Deal with cases of discrimination and sexual harassment against women, in a time bound manner, aiming at ensuring support services to the victimized and termination of the harassment

Recommend appropriate punitive action against the guilty party to the Management.

Here it should be noted that according to the Supreme Court guideline Sexual harassment can be defined as "unwelcome" sexually determined behavior (whether directly or by implication) as:

1. Physical contact and advances;
2. Demand or request for sexual favors;
3. Sexually colored remarks;
4. Showing pornography; and
5. Other unwelcome physical, verbal or non-verbal conduct of a sexual nature.

The following is also sexual harassment and is covered by the committee

Eve-teasing

Unsavoury remarks,

Jokes causing or likely to cause awkwardness or embarrassment,

Innuendos and taunts,

Gender based insults or sexist remarks,

Unwelcome sexual overtone in any manner such as over telephone (obnoxious telephone calls) and the like,

Touching or brushing against any part of the body and the like,

Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or Sayings,

Forcible physical touch or molestation and

Physical confinement against one's will and any other act likely to violate one's privacy

The Committee shall meet as often as may be needed and appropriate.

The mechanism for the Internal Complaints Committee is as follows:

(1) Any aggrieved woman may make, in writing, a complaint of sexual harassment at Work place to the Internal Committee if so constituted, or the Local Committee, in case it is not so constituted.

(Provided that where such complaint cannot be made in writing, the Presiding Officer or any Member of the Internal Committee or the Chairperson or any Member of the Local Committee, as the case may be, shall render all reasonable assistance to the woman for making the complaint in writing.)

(2) Where the aggrieved woman is unable to make a complaint on account of her physical or mental incapacity or death or otherwise, her legal heir or such other person as may be prescribed may make a complaint under this section.

(3) If the complainant feels that she cannot disclose her identity for any particular reason the complainant shall address the complaint to the head of the organization and hand over the same in person or in a sealed cover. Upon receipt of such complaint the head of the organization shall retain the original complaint with himself and send to the complaints committee as gist of the complaint containing all material and relevant details other than the name of the complaint and other details which might disclose the identity of the complaint.

(4) The Internal Committee or, as the case may be, may before Initiating inquiry under section 11 and at the request of the aggrieved woman take steps to settle the matter between her and the respondent through conciliation.

(5) Where a settlement has been arrived at under sub-section (1), the Internal Committee, as the case may be, shall record the settlement so arrived and forward the same to the employer and a copy to the Local committee regarding action taken as specified in the recommendation.

(6) The Internal Committee or the Local Committee, as the case may be, shall provide the copies of the settlement as recorded under sub-section (2) to the aggrieved woman and the respondent.

***Punishment for false or malicious complaint and False Evidence** Where the Internal complaint Committee of the Campus arrives at a conclusion that the allegation against the respondent is malicious or the aggrieved woman or any other person making the complaint has made the complaint knowing it to be false or the aggrieved woman or any other person making the complaint has produced any forged or misleading document, it may recommend to the Competent authority , to take action against the woman or the person who has made the complaint under ,sub-section (2) of section 9, in accordance with the provisions of the service rules applicable to her or him or where no such service rules exist, in such manner as may be prescribed.