

Internal Complaints Committee (ICC)

An **Internal Complaints Committee (ICC)** is a mandatory body established within organizations, educational institutions, or workplaces to address complaints related to **sexual harassment** or other forms of gender-based discrimination. It is a key component of the **Prevention of Sexual Harassment (PoSH)** law in many countries, including India, where it is governed by the **Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013**.

Key Functions of an Internal Complaints Committee (ICC):

1. Handling Complaints:

- The ICC is responsible for receiving and addressing complaints related to sexual harassment, gender discrimination, or any other form of inappropriate behavior in the workplace or institution.
- Complaints can be filed by the complainant (victim), or the committee can also act on its own initiative based on observed or reported incidents.

2. Investigation:

- The committee is responsible for conducting a fair and unbiased investigation into complaints, gathering evidence, interviewing witnesses, and providing a platform for the accused to present their side.
- It should complete the investigation within a stipulated time frame (usually 90 days in India).

3. Confidentiality:

- The ICC ensures confidentiality of all parties involved, particularly the complainant, to avoid any retribution, victimization, or harm to the person reporting the issue.

4. Support and Counseling:

- The ICC can offer counseling or support to the complainant, the accused, and other individuals involved in the case to ensure a fair and just resolution.
- It also ensures that the complainant does not face retaliation after filing the complaint.

5. Recommendations and Action:

- Based on the findings of the investigation, the ICC makes recommendations to the employer or educational institution for appropriate actions, which may include disciplinary action, counseling, or other measures.
- The committee can recommend sanctions, such as suspension, dismissal, or other corrective actions, depending on the severity of the case.

6. Preventive Measures:

- The ICC often plays an active role in promoting awareness about sexual harassment policies within the organization or institution.
- It can organize training programs, workshops, and awareness campaigns to educate employees or students about acceptable behavior and the process for reporting harassment.

7. Annual Reports:

- The ICC is often required to prepare and submit an annual report summarizing the complaints received, actions taken, and outcomes. This helps in monitoring the effectiveness of the committee and the organization's commitment to a harassment-free environment.

Importance of the Internal Complaints Committee:

- It serves as an essential mechanism to maintain a safe and respectful environment for employees or students.
- It provides a formal process for addressing complaints of harassment and ensures that the victims are heard and supported.
- It helps an organization comply with legal requirements, reducing the risk of legal action and ensuring a positive work or learning atmosphere

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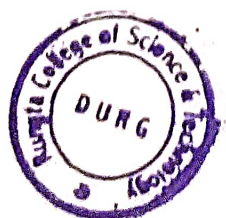


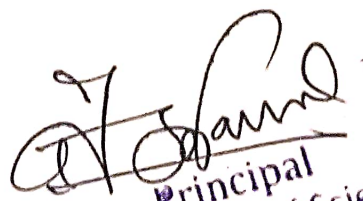
Legal Framework:

In India, the **Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013** mandates the creation of an ICC in every organization with 10 or more employees. It outlines the duties of employers to provide a safe workplace for women and sets procedures for the resolution of complaints.

An Internal Complaints Committee is therefore critical for upholding the dignity, safety, and well-being of individuals in educational and workplace settings, creating a space where all members can contribute and learn without fear of harassment.

| S.NO | NAME OF MEMBER | DESIGNATION |
|------|----------------------------|--------------------|
| 1 | DR. PREETI NAVEEN YADAV | CHAIRPERSON |
| 2 | MRS. RUPALI SHIL KUNDU | MEMBER |
| 3 | MRS. NITI KHARE | MEMBER |
| 4 | MRS. PUSHPALATA BANSAL | EXTERNAL MEMBER |




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