

OFFICE ORDER (REVISED) **ICC/Anti Sexual Harassment Committee**

The following ICC/Anti Sexual Harassment Committee formed as per Act of Parliament received the assent of the President on the 22nd April, 2013, and is hereby published for general information:-

THE SEXUAL HARASSMENT OF WOMEN AT WORKPLACE (PREVENTION, PROHIBITION AND REDRESSAL) ACT, 2013

Formation of Cell:

To provide protection against sexual harassment of women at workplace and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto.

"Sexual harassment" includes any one or more of the following unwelcome acts or behaviour (whether directly or by implication) namely:-

- Physical contact and advances; or
- A demand or request for sexual favors; or
- Making Sexually Colored remarks; or
- Any other unwelcome physical, verbal or non-verbal conduct of sexual nature;

The functions of the cell are to purely safeguard the rights of female students, faculty and staff members of women and also to provide a platform for listening to complaints. The Cell also tries to incorporate hygiene habits and ensure a healthy atmosphere in and around the college. It tries to equip them with the knowledge of their legal rights and redressal of their grievances. TO facilitate speedy delivery of justice, meetings are organized regularly. The counselling cell processes oral and written complaints.

Time to time the cell conducts seminars and lectures by specialists and eminent personalities to stop violence against women, sexual harassment at work and about health, hygiene etc.

Objectives:

- To resolve issues pertaining to girls'/women's sexual harassment.
- To Women's Grievance Redressal Cell has been formed to resolve issues
- To equip the female students, faculty and staff members with knowledge of their legal rights.
- To safeguard the rights of female students, faculty and staff members.
- To provide a platform for listening to complaints and redressal of grievances.
- To incorporate hygiene habits and ensure a healthy atmosphere in and around the college.
- To ensure personality along with academic development of students.

Complaint Procedure:

- A member who feels that he or she has been harassed an approach the ICC/Anti Sexual Harassment Committee formed in our College by Email/Mobile No/Complaint Box.

Disciplinary Action:

Any member found to have harassed another member or guest will be subject to appropriate disciplinary procedure action, including reprimands, suspension or termination and other legal actions.

Complaint and Redressal Mechanism:

- After knowing grievance of students/staff, discusses it with the HOD and then an appropriate solution is found out. If not solved at this level then grievance is taken up to the Principal and legal advisor.
- The complainant shall be summoned to hear complaints (if necessary).
- After hearing of complaints, the committee shall take appropriate decision.

The Composition of the Cell is as follows: -

Nodal officer: Ms. Aditi B. Saxena (ACP, Govindpura) Mob. No. 9893032497

Sr. No.	Names	Profession	Post in the Committee	Contact No.	Signature
1	Prof. Usha Lilhore	Asst. Professor	Presiding Officer (Chairperson)	9179716664	
2	Dr. Shakti Dubey (Asst. Professor)	Asst. Professor	Member	8319099408	
3	Prof. Anjali Thakur	Asst. Professor	Member	8103771036	
4	Prof. Deepika Saraswat	Asst. Professor	Member	8770787955	
5	Mr. Rakesh Singh (Admin)	Asst. Professor	Member	7771005321	
6	Mr. Saurabh Singh (AO)		Member	9039621965	
7	Student Parents (If Required)		Member		
8	Representatives of Nearest Police Station if Required		Member	0755 2677326, Dial 100	
	Legal Advisor/ Social Worker (if required)		Member		
9	Nancy Sharma	Student	Member	9826704008	
10	Khushi Sharma	Student	Member	7000150318	
11	Harsh Kumar	Student	Member		

Note- If Student wants, he/she can send their complaint directly in Email:-
ticsprincipal@technocratsgroup.edu.in

Copy to:

1. Notice Board
2. PA to Hon'ble Chairperson
3. PA to Hon'ble MD
4. All concerned persons
5. Office File

Director/Principal

