

GOVT. MEERA GIRLS COLLEGE, UDAIPUR

INTERNAL COMPLAINTS COMMITTEE

REPORT

The Internal Complaints Committee was structured as per rules of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 in 2017-18 in Government Meera Girls' College according to the direction of Commissionerate, College Education Jaipur Rajasthan. The committee's major function entailed -

- forceful implementation of the policies relating to the prevention of sexual harassment.
- strive to resolve complaints by the aggrieved complainant.
- therefore, recommend actions to be taken by the employer.

The Internal Complaints Committee followed the following criteria -

- It requires substantial orientation acclimatization for effective functioning.
- It cannot operate like a criminal court.
- The personal life and career of the the complainant is at stake.
- The effect sexual harassment has on a woman.
- There can be long time interval between the harassment and the actual complaint as it is difficult for woman to talk about anything sexual.
- It is necessary that the complaint be handled in a confidential manner.
- The committee needs to submit an annual report on sexual harassment to the appropriate government authority.

The Committee formed in 2017-18 comprised of Dr. Suman Mishra as the Convener, Dr. Indubala Soni, Dr. Farhat Banu (Faculty), Shri C.P Ameta (Academic), Mrs. Rekha Sharma (Non- Academic), Dr Dharmesh Jain (Independent), Three Students Miss Urvashi, Miss Shalini, Miss Muskan as the members.

The Policy and Procedure of the Committee.

- A meeting will soon be proposed once the complaint is filed. The students and staff will be free to register the complaint to any of the committee members.
- The Complainant will register her complain in writing providing absolute and essential information within the given time limit as decided by the Committee.
- The committee will follow Principles of Natural Justice in its Proceedings.
- The committee will provide the written statement of both of the parties.
- Both the parties will be given equal opportunity to present their case.
- Both the parties will be permitted to present self verified relevant documents regarding the case.
- Meetings and Proceeding will be done as far as possible in the presence of both the parties.
- The minutes of the meeting will be duly signed by members of the committee.
- The committee will try to complete the entire proceedings within 15 days from the date of filing the complaint.
- The committee shall present the report with all the supportive proofs before the Principal
- In the interest of Justice, if found guilty, there will be the provision to take necessary steps - disciplinary action, curving the increments promotions etc.

Necessary steps were taken for the successful implementation -

- Board with Names, Phone numbers and email of the Committee members is displayed on the appropriate place in the college.

- Posters put up in the College Porch and Notice Board for the awareness of the students and the staff; email provided for the online complaints.
- Complaint (She) box placed near principal Chamber of which the students are well informed in the class.
- The information regarding POSH Act 2013 and Vishakha guidelines available on the internet was shared with the student.

Under the joint auspices of ICE and Jaikoon Technology Gurugram, A One Day Workshop on "Woman Sexual Harassment Awareness at Workplace" was organised for students and the staff on 20 December 2018. Convener Dr. Suman Mishra welcomed the guests. The Representative of the Jaikoon Institute Roshi Jamwal said that this workshop was focussed on S.H.W. Act 2013 (POSH ACT). The students and staff were informed of Vishakha Guidelines (1997) through Training, Surveying and Quiz issued by Honourable Supreme Court in 1997 Dr. K.K. Gupta Joint Director Commissionerate of College Education Rajasthan said that the women should be aware of laws made for their safety and protection. He also stated that there should be a provision for "Reverse Penalty" in the case of misuse of these laws. As much as 492 students participated in this workshop and made it great success. The students had healthy discussion with the Subject Experts regarding the instructions of Vishakha Guidelines. Principal Dr. Ritu thanked Jaikoon Company and Directorate for organising the workshop. Dr. Farhat Banu anchored the program. Dr. Sneha Babel extended vote of thanks. No grievance was filed in 2017-18

In 2018-19 convener Dr. Suman Mishra and the team remained the same. In the session 2019-20 the Convener of the Internal Complaints Committee was Dr. Meena Baya with Dr. Manju Barupal, Dr. Farhat Banu (Faculty) Mr. C.P. Ameta (Academic), Mrs. Usha Choudhary (Independent) and three student Mrs. Sana Saleha Khan, Miss Meenakshi Rawal, Miss Hemlata Meghwal as the members. In 2020-21, the Convener of the Committee was Dr. Manju Barupal, with no change in the members. There was no complaint filed in this session either. At

present, in the session 2021-22, the Internal Complaints Committee has Dr. Sangeeta Sharma as the Convener. The member are as follows – Dr. Manju Barupal, Dr. Kiran Tak (Facutly), Sh. C.P. Ameta (Academic) Mrs. Priyanka Mehta (Non – Academic), Miss Usha Choudhary (Independent) three students – Miss. Nandita Jaroli, Miss Bhavya Ameta and Miss. Arefaa.

Sangeeta Sharma

Dr. Sangeeta Sharma
Convener
Internal Complaints Committee

मीरा कन्या महाविद्यालय उदयपुर

आन्तरिक शिकायत निवारण समिति (2022-23)

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