

Internal Complaint Committee (ICC) (Women Anti-harassment Cell)

“The meaning and content of the fundamental rights guaranteed in the Constitution of India are of sufficient amplitudes to encompass all facets of gender equality....”

Late Chief Justice J.S. Verma, Supreme Court of India, Vishaka v. State of Rajasthan

As enshrined in the Preamble to the Constitution of India, “equality of status and opportunity” must be secured for all its citizens; equality of every person under the law is guaranteed by Article 14 of the Constitution. A safe workplace is therefore a woman’s legal right. The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 was enacted to ensure safe working spaces for women and to build enabling work environments that respect women’s right to equality of status and opportunity. An effective implementation of the Act will contribute to the realization of their right to gender equality, life and liberty, equality in working conditions everywhere. The sense of security at the workplace will improve women’s participation in work, resulting in their economic empowerment and inclusive growth. In pursuance of this Act and the Rules framed there under, the Institute has constituted the Internal Complaints Committee (ICC).

What is Sexual Harassment ?

According to the Supreme Court guidelines, Sexual harassment can be defined as “unwelcome” sexually determined behaviour (whether directly or by implication) as:

- Physical contact and advances;
- Demand or request for sexual favours;
- Sexually coloured remarks;
- Showing pornography; and
- Other unwelcome physical, verbal or non-verbal conduct of a sexual nature. (Vishaka judgment by Supreme Court)

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

- Eve-teasing (if any in college campus)
- Unsavory 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.

Who Is An Aggrieved Woman?

It includes all women whether engaged directly or through an agent including a contractor, with or without the knowledge of the principal employer. They may be working for remuneration, on a voluntary basis or otherwise. She could be a co-worker, a contract worker, probationer, trainee, student, or called by any other such name. The Act also covers a woman, who is working in a dwelling place or house.

Functioning Mechanism of Committee

The working procedure of ICC complies with the basic principles of natural justice and fair play and has to be adhered to in all complaints, though, in individual complaints, for reasons to be stated in writing as follows:

- Any aggrieved woman/student may make, in writing, a complaint of sexual harassment at work place to the ICC, within a period of three months from the date of incident and in case of a series of incidents, within a period of three months from the date of last incident. The written complaint should be submitted to the Committee or any of its members along with list of witnesses and supporting documents (if any). Additional documents and list of witnesses can be submitted to ICC at a later stage during the proceeding. In case, where such complaint cannot be made in writing, the Presiding Officer or any other member of the ICC shall render all reasonable assistance to the woman for making the complaint in writing.
- Any complaint received by the members should be immediately forwarded to the Presiding Officer, and this will be notified to other committee members at the earliest (not later than three days) and a meeting will be called for discussing the matter.
- The Committee shall discuss and decide on its jurisdiction to deal with the case or reject the complaint prima facie and recommend to the Institute that no action is required to be taken in the matter of rejection.
- Notice shall be issued to the respondent within seven working days of receipt of the complaint and ten working days shall be given for submission of reply (along with the list of witnesses

and documents).

- The Committee will provide assistance to the aggrieved woman, if she so chooses, to file a police complaint in relation to an offence under Indian Penal Code.
- The Committee may, before initiating an inquiry, at the request of the aggrieved woman, take steps to settle the matter between her and the respondent through conciliation.
- No monetary settlement shall be made as the basis of conciliation. Where a settlement has been arrived at, the ICC shall record the settlement so arrived and forward the same to the employer for necessary compliance.
- The Committee shall provide the copies of the settlement as above mentioned to the aggrieved woman and the respondent. Where a settlement is arrived at, no further inquiry shall be conducted by the ICC. If conciliation is found to be not feasible, notice will be issued to both parties for hearing.
- The Committee may direct the Registrar to ensure the safety and protection of the aggrieved woman if and when required.
- The Committee shall proceed to make inquiry into the complaint in accordance with the provisions of the service rules applicable to the respondent considering sexual harassment as misconduct.
- The Presiding Officer shall convene the first hearing of the enquiry. The respondent, the aggrieved woman, and the witnesses shall be intimated at least five working days in advance in writing of the date, time and venue of the enquiry proceedings. The subsequent proceedings may be on a day to day basis, to be decided by ICC.
- The Committee shall provide reasonable opportunity to the aggrieved woman and the respondent for presenting and defending her/his case.
- The Committee may at any time during the enquiry proceedings, preclude the face-to-face examination of the respondent and the aggrieved woman and/or their witnesses keeping in view the need to protect the aggrieved woman or the witnesses from facing any health and/or safety problems.
- The Committee may call any person to appear as a witness if it is of the opinion that it shall be in the interest of justice. The aggrieved woman/respondent has to submit the written reply before the committee within the specified time given.
- The Committee shall have the right to summon, as many times as required, the respondent,

aggrieved woman and/or any witnesses for the purpose of supplementary testimony and/or clarifications.

- The Committee shall have the power to summon any official papers or documents pertaining to the aggrieved woman as well as the respondent.
- The Committee shall have the right to terminate the enquiry proceedings and to give an ex party decision on the complaint, should the respondent fail, without valid ground, to be present for three consecutive hearings convened by the Presiding Officer.
- All proceedings of the ICC shall be recorded in writing. The record of the proceedings and the statement of witnesses shall be endorsed by the persons concerned as well as the committee members present in token of authenticity thereof.
- Cross-examination of both parties shall be conducted in the form of written questions and responses via the Committee only. The respondent shall have no right to directly cross-examine the aggrieved woman or her witnesses.
- The respondent/aggrieved woman may submit to the Committee, a written list of questions that he/she desires to pose to the aggrieved woman/witness. The Committee (ICC) shall retain the right to disallow any questions that it has reason to believe to be irrelevant, mischievous, slanderous, derogatory or gender-insensitive.
- After concluding its investigation, the Committee shall submit a detailed reasoned report to the Head of the Institute. If the Committee finds no merit in the allegations, it will be reported to the Head of the Institute. And If Committee finds that the allegation(s) against the respondent have been proved, it shall recommend the nature of action to be taken by the Institute.
- When the Committee arrives at the conclusion that the allegation against the respondent is malicious or the aggrieved women or any other person making the complaint has made the complaint knowing it to be false or the aggrieved women or any other person making the complaint has produced any forged or misleading document, it may recommend to the Institute to take action against such falsification.
- ICC shall have the necessary powers to take suo motu notice of incidents of sexual harassment and/or gender injustice in the Institute campus and act against the same in such manner as it deems appropriate.

- The identity of the aggrieved woman, respondent, witnesses and proceedings of the Committee and its recommendations and the action taken by the Institute shall not be published, communicated or made known to the public, press or media in any manner and it will be outside the purview of the Right to Information Act, 2005.

ICC Committee Members

Name	Designation	Position in Committee	Contact Number
Dr. Nirmaljeet Kaur	Assistant Professor in Philosophy	Chairperson	9872773844
Ms. Kirandish Kaur	Assistant Professor in Chemistry	Presiding officer	8283933776
Dr. Bali Bahadur	Assistant Professor in Sociology	Member	7814120222
Dr. Navneet Saini	Assistant Professor in Sociology	Member	9216300700
Dr. Jagmohan Kaur Dhillon	B.A.M.S. NGO Member	NGO Member	9814900275

The college provides specific facilities to aware the students and staff members and fullfill the safety issues of all as given below:

- **Safety and security:** CCTV cameras are installed in college campus at all places and students can freely discuss their problems with committee members anytime.
- **Guidance and Counselling:** The committee members guide and council the students if any student approach its members. The awareness is spread among students by organizing different types of events such as special lectures on sensitive issues, different types of competitions, seminars etc time to time(the details are given below).
- **Common Room Facility:** There is a common room available for convenience of students in their free lectures.

Activities of ICC

ICC aims to conduct awareness event to disseminate information regarding women issues and their remedies every year ICC also displayed awareness flex boards in Campus area and take oral feed back from students time to time. The details of activities organized by ICC is pictorial represented as follows:

1. The ICC has Organized Special lecture by Dr. Puneet Pathak, Asst. Professor in Law, Department of Law, Central university of Punjab, Bathinda on the topic “Women Anti-harassment Act & Human Rights and Duties” on 11.02.2016.

Name of Teachers: Ms. Kirandish Kaur

Dr. Navneet Saini

Ms. Sharnjeet Kaur

No. of Students: 200 (B.A. and B.Sc)



Dr. Puneet Pathak, Asst. Professor in Law

(delivering special topic to students in seminar room)

2. The ICC organized special lecture by Dr. Puneet Pathak, Asst. Professor in Law, Department of Law, Central university of Punjab, Bathinda on the topic “Women related Laws and Gender Equality” on 12.04.2017.

Name of Teachers: Ms. Kirandish Kaur

Dr. Navneet Saini

Ms. Sharnjeet Kaur

Mr. Ajaypal Singh

No. of Students: 230 (M.A., B.A. and B.Sc)



Floral Felicitation of Dr. Puneet Pathak by college teachers

(during inauguration of event in seminar room)

3. The committee has organized one day awareness programme “Violence against Women-Action+Awareness” on 12.04.2018. This event has been organized in two sessions. In first session, the college students from different streams have participated in poster presentation competitions and second session students were awared about different social and domestic women related issues by documentary videos followed by interactive discussion with students to motivate them to become strong and empowered women.

Name of Teachers: Ms. Kirandish Kaur

Dr. Navneet Saini

Dr. Bali Bahadur

No. of Students: 45 in Poster presentation and 150 in second session.



Participants with Madam Principal Dr. Tejinder Kaur Dhaliwaal during Poster presentation (left)

Dr. Bali Bahadur sharing women related issues with audience (Right)

4. The cell has conducted Competitive Test entitled “Constitutional and Legal Rights of Women” to disseminate awareness regarding Constitutional and Legal Rights of Women on 24.12.2018.

Name of Teachers: Ms. Kirandish Kaur

Dr. Navneet Saini

No. of Students: 59



Students in Hall during Competition Test

5. The ICC committee has organized one day National Seminar on Legal Awareness sponsored by National Commission for Women, New Delhi on 26.02.2020. The basic objectives of this programme were as follows:

i. Impart practical knowledge about the basic legal rights and remedies provided under various women related laws, thereby making them fit to face the challenges in real life situations.

ii. To sensitize men about rights of women.

iii. To create awareness about the various machineries/organs of the Justice delivery system available for redressal of their problems/grievances.

iv. The procedure of approaching and utilizing various channels available for the redressal of grievances i.e. the Police, the Executive and the Judiciary.

v. The role of Courts in achieving gender equality, most importantly the concept of Public Interest Litigation.

vi. The role of District Legal Service Authority, Free Legal Aid and Lok Adalats.

No. of Participants: 350

Name of Teachers involved are as follow:

Coordinators of LAP: Dr. Nirmaljeet Kaur
Ms. Kirandish Kaur
Dr. Harpreet Kaur

Organizing Committee: Dr. Rupinderpal Kaur
Dr. Amanpreet Gill
Dr. Navneet Saini
Ms. Sharnjeet Kaur
Dr. Sukhvinder Kaur
Ms. Kamaljeet Kaur
Dr. Sandeep Kaur

Committee Members: Ms. Rajvir Kaur
Ms. Rupinder Kaur
Ms. Monika Juneja
Dr. Navpreet Kaur
Ms. Pooja Bajaj
Ms. Amandeep Kaur
Ms. Satbir Kaur
Ms. Amritpal Kaur
Ms. Gurbinder Kaur
Ms. Maninder Kaur



Some Glimpses of National Seminar on Legal Awareness sponsored by NCW, New Delhi

Dr. Tarun Arora (1st line left), Dr. Puneet Pathak(1st line right), Dr. Sukhvinder Kaur (2nd line left), Dr. Inderjot Kaur (2nd line right), Participants in Seminar Hall (3rd line)

Meeting's Attended

- A meeting was attended in seminar hall of District Legal Services, Muktsar regarding “Action Plan and Activities to celebrate International Women Day” in Muktsar District on 12.03.2020. The meeting was conducted under the instructions of DC, Muktsar to aware the public about women rights etc and girls from all colleges of Muktsar were motivated and invited to participate in various activities in this event i.e. Awareness rally, Spray painting, Poetry, Gidha, Nukad natak etc. based on the themes related to women issues. Later, Due to corona virus infection, this event was canceled by Legal Authorities.