

Internal Complaints Committee (ICC)

As per University Grant Commission and Regulations 2013

Internal Complaints Committee (ICC) aims to safe guard and promote well-being of all women employees and girl students of higher educational institute. It also aims to make them aware of the rules and regulations of ICC that works for prevention, prohibition and redressal of sexual harassment of women at workplace. ICC provides women employees and girl students a mechanism to express their grievances / problems freely and frankly.

Index

Sr. No.	Particular	Page No.
01.	Gazette for guidelines	02
02.	Institute Objectives, Roles and Responsibilities	14
03.	Constitution of the Committee	19
04.	Minutes of Meetings	24



भारत का राजपत्र The Gazette of India

असाधारण

EXTRAORDINARY

भाग II— खण्ड I

PART II— Section 1

प्राधिकार से प्रकाशित

PUBLISHED BY AUTHORITY

सं० 18] नई दिल्ली, मंगलवार, अप्रैल 23, 2013/ वैशाख 3, 1935 (शक)

No. 18] NEW DELHI, TUESDAY, APRIL 23, 2013/ VAISAKHA 3, 1935 (SAKA)

इस भाग में भिन्न पृष्ठ संख्या दी जाती है जिससे कि यह अलग संकलन के रूप में रखा जा सके।

Separate paging is given to this Part in order that it may be filed as a separate compilation.

MINISTRY OF LAW AND JUSTICE

(Legislative Department)

New Delhi, the 23rd April, 2013/Vaisakha 3, 1935 (Saka)

The following 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

(No. 14 OF 2013)

[22nd April, 2013.]

An Act 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.

WHEREAS sexual harassment results in violation of the fundamental rights of a woman to equality under articles 14 and 15 of the Constitution of India and her right to life and to live with dignity under article 21 of the Constitution and right to practice any profession or to carry on any occupation, trade or business which includes a right to a safe environment free from sexual harassment;

AND WHEREAS the protection against sexual harassment and the right to work with dignity are universally recognised human rights by international conventions and instruments such as Convention on the Elimination of all Forms of Discrimination against Women, which has been ratified on the 25th June, 1993 by the Government of India;

AND WHEREAS it is expedient to make provisions for giving effect to the said Convention for protection of women against sexual harassment at workplace.

Be it enacted by Parliament in the Sixty-fourth Year of the Republic of India as follows:—

CHAPTER I

PRELIMINARY

Short title,
extent and
commencement

1. (1) This Act may be called the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

(2) It extends to the whole of India.

(3) It shall come into force on such date as the Central Government may, by notification in the Official Gazette, appoint.

Definitions.

2. In this Act, unless the context otherwise requires,—

(a) “aggrieved woman” means—

(i) in relation to a workplace, a woman, of any age whether employed or not, who alleges to have been subjected to any act of sexual harassment by the respondent;

(ii) in relation to a dwelling place or house, a woman of any age who is employed in such a dwelling place or house;

(b) “appropriate Government” means—

(i) in relation to a workplace which is established, owned, controlled or wholly or substantially financed by funds provided directly or indirectly—

(A) by the Central Government or the Union territory administration, the Central Government;

(B) by the State Government, the State Government;

(ii) in relation to any workplace not covered under sub-clause (i) and falling within its territory, the State Government;

(c) “Chairperson” means the Chairperson of the Local Complaints Committee nominated under sub-section (1) of section 7;

(d) “District Officer” means an officer notified under section 5;

(e) “domestic worker” means a woman who is employed to do the household work in any household for remuneration whether in cash or kind, either directly or through any agency on a temporary, permanent, part time or full time basis, but does not include any member of the family of the employer;

(f) “employee” means a person employed at a workplace for any work on regular, temporary, *ad hoc* or daily wage basis, either directly or through an agent, including a contractor, with or, without the knowledge of the principal employer, whether for remuneration or not, or working on a voluntary basis or otherwise, whether the terms of employment are express or implied and includes a co-worker, a contract worker, probationer, trainee, apprentice or called by any other such name;

(g) “employer” means—

(i) in relation to any department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit of the appropriate Government or a local authority, the head of that department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit or such other officer as the appropriate Government or the local authority, as the case may be, may by an order specify in this behalf;

(ii) in any workplace not covered under sub-clause (i), any person responsible for the management, supervision and control of the workplace.

Explanation.— For the purposes of this sub-clause “management” includes the person or board or committee responsible for formulation and administration of policies for such organisation;

(iii) in relation to workplace covered under sub-clauses (i) and (ii), the person discharging contractual obligations with respect to his or her employees;

(iv) in relation to a dwelling place or house, a person or a household who employs or benefits from the employment of domestic worker, irrespective of the number, time period or type of such worker employed, or the nature of the employment or activities performed by the domestic worker;

(h) “Internal Committee” means an Internal Complaints Committee constituted under section 4;

(i) “Local Committee” means the Local Complaints Committee constituted under section 6;

(j) “Member” means a Member of the Internal Committee or the Local Committee, as the case may be;

(k) “prescribed” means prescribed by rules made under this Act;

(l) “Presiding Officer” means the Presiding Officer of the Internal Complaints Committee nominated under sub-section (2) of section 4;

(m) “respondent” means a person against whom the aggrieved woman has made a complaint under section 9;

(n) “sexual harassment” includes any one or more of the following unwelcome acts or behaviour (whether directly or by implication) namely:—

(i) physical contact and advances; or

(ii) a demand or request for sexual favours; or

(iii) making sexually coloured remarks; or

(iv) showing pornography; or

(v) any other unwelcome physical, verbal or non-verbal conduct of sexual nature;

(o) “workplace” includes —

(i) any department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit which is established, owned, controlled or wholly or substantially financed by funds provided directly or indirectly by the appropriate Government or the local authority or a Government company or a corporation or a co-operative society;

(ii) any private sector organisation or a private venture, undertaking, enterprise, institution, establishment, society, trust, non-governmental organisation, unit or service provider carrying on commercial, professional, vocational, educational, entertainment, industrial, health services or financial activities including production, supply, sale, distribution or service;

(iii) hospitals or nursing homes;

(iv) any sports institute, stadium, sports complex or competition or games venue, whether residential or not used for training, sports or other activities relating thereto;

(v) any place visited by the employee arising out of or during the course of employment including transportation provided by the employer for undertaking such journey;

(vi) a dwelling place or a house;

(p) "unorganised sector" in relation to a workplace means an enterprise owned by individuals or self-employed workers and engaged in the production or sale of goods or providing service of any kind whatsoever, and where the enterprise employs workers, the number of such workers is less than ten.

Prevention of sexual harassment

3. (1) No woman shall be subjected to sexual harassment at any workplace.

(2) The following circumstances, among other circumstances, if it occurs or is present in relation to or connected with any act or behaviour of sexual harassment may amount to sexual harassment:—

- (i) implied or explicit promise of preferential treatment in her employment; or
- (ii) implied or explicit threat of detrimental treatment in her employment; or
- (iii) implied or explicit threat about her present or future employment status; or
- (iv) interference with her work or creating an intimidating or offensive or hostile work environment for her; or
- (v) humiliating treatment likely to affect her health or safety.

CHAPTER II

CONSTITUTION OF INTERNAL COMPLAINTS COMMITTEE

Constitution of Internal Complaints Committee.

4. (1) Every employer of a workplace shall, by an order in writing, constitute a Committee to be known as the "Internal Complaints Committee":

Provided that where the offices or administrative units of the workplace are located at different places or divisional or sub-divisional level, the Internal Committee shall be constituted at all administrative units or offices.

(2) The Internal Committee shall consist of the following members to be nominated by the employer, namely:—

(a) a Presiding Officer who shall be a woman employed at a senior level at workplace from amongst the employees:

Provided that in case a senior level woman employee is not available, the Presiding Officer shall be nominated from other offices or administrative units of the workplace referred to in sub-section (1):

Provided further that in case the other offices or administrative units of the workplace do not have a senior level woman employee, the Presiding Officer shall be nominated from any other workplace of the same employer or other department or organisation;

(b) not less than two Members from amongst employees preferably committed to the cause of women or who have had experience in social work or have legal knowledge;

(c) one member from amongst non-governmental organisations or associations committed to the cause of women or a person familiar with the issues relating to sexual harassment:

Provided that at least one-half of the total Members so nominated shall be women.

(3) The Presiding Officer and every Member of the Internal Committee shall hold office for such period, not exceeding three years, from the date of their nomination as may be specified by the employer.

(4) The Member appointed from amongst the non-governmental organisations or associations shall be paid such fees or allowances for holding the proceedings of the Internal Committee, by the employer, as may be prescribed.

- (5) Where the Presiding Officer or any Member of the Internal Committee,—
- (a) contravenes the provisions of section 16; or
 - (b) has been convicted for an offence or an inquiry into an offence under any law for the time being in force is pending against him; or
 - (c) he has been found guilty in any disciplinary proceedings or a disciplinary proceeding is pending against him; or
 - (d) has so abused his position as to render his continuance in office prejudicial to the public interest,

such Presiding Officer or Member, as the case may be, shall be removed from the Committee and the vacancy so created or any casual vacancy shall be filled by fresh nomination in accordance with the provisions of this section.

CHAPTER III

CONSTITUTION OF LOCAL COMPLAINTS COMMITTEE

5. The appropriate Government may notify a District Magistrate or Additional District Magistrate or the Collector or Deputy Collector as a District Officer for every District to exercise powers or discharge functions under this Act. Notification of District Officer
6. (1) Every District Officer shall constitute in the district concerned, a committee to be known as the "Local Complaints Committee" to receive complaints of sexual harassment from establishments where the Internal Complaints Committee has not been constituted due to having less than ten workers or if the complaint is against the employer himself. Constitution and jurisdiction of Local Complaints Committee
- (2) The District Officer shall designate one nodal officer in every block, taluka and tehsil in rural or tribal area and ward or municipality in the urban area, to receive complaints and forward the same to the concerned Local Complaints Committee within a period of seven days.
- (3) The jurisdiction of the Local Complaints Committee shall extend to the areas of the district where it is constituted.
7. (1) The Local Complaints Committee shall consist of the following members to be nominated by the District Officer, namely:— Composition, tenure and other terms and conditions of Local Complaints Committee
- (a) a Chairperson to be nominated from amongst the eminent women in the field of social work and committed to the cause of women;
 - (b) one Member to be nominated from amongst the women working in block, taluka or tehsil or ward or municipality in the district;
 - (c) two Members, of whom at least one shall be a woman, to be nominated from amongst such non-governmental organisations or associations committed to the cause of women or a person familiar with the issues relating to sexual harassment, which may be prescribed:
- Provided that at least one of the nominees should, preferably, have a background in law or legal knowledge:
- Provided further that at least one of the nominees shall be a woman belonging to the Scheduled Castes or the Scheduled Tribes or the Other Backward Classes or minority community notified by the Central Government, from time to time;
- (d) the concerned officer dealing with the social welfare or women and child development in the district, shall be a member *ex officio*.
- (2) The Chairperson and every Member of the Local Committee shall hold office for such period, not exceeding three years, from the date of their appointment as may be specified by the District Officer.

(3) Where the Chairperson or any Member of the Local Complaints Committee—

- (a) contravenes the provisions of section 16; or
- (b) has been convicted for an offence or an inquiry into an offence under any law for the time being in force is pending against him; or
- (c) has been found guilty in any disciplinary proceedings or a disciplinary proceeding is pending against him; or
- (d) has so abused his position as to render his continuance in office prejudicial to the public interest,

such Chairperson or Member, as the case may be, shall be removed from the Committee and the vacancy so created or any casual vacancy shall be filled by fresh nomination in accordance with the provisions of this section.

(4) The Chairperson and Members of the Local Committee other than the Members nominated under clauses (b) and (d) of sub-section (1) shall be entitled to such fees or allowances for holding the proceedings of the Local Committee as may be prescribed.

Grants and
audit

8. (1) The Central Government may, after due appropriation made by Parliament by law in this behalf, make to the State Government grants of such sums of money as the Central Government may think fit, for being utilised for the payment of fees or allowances referred to in sub-section (4) of section 7.

(2) The State Government may set up an agency and transfer the grants made under sub-section (1) to that agency.

(3) The agency shall pay to the District Officer, such sums as may be required for the payment of fees or allowances referred to in sub-section (4) of section 7.

(4) The accounts of the agency referred to in sub-section (2) shall be maintained and audited in such manner as may, in consultation with the Accountant General of the State, be prescribed and the person holding the custody of the accounts of the agency shall furnish, to the State Government, before such date, as may be prescribed, its audited copy of accounts together with auditors' report thereon.

CHAPTER IV

COMPLAINT

Complaint of
sexual
harassment

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

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:

Provided further that the Internal Committee or, as the case may be, the Local Committee may, for the reasons to be recorded in writing, extend the time limit not exceeding three months, if it is satisfied that the circumstances were such which prevented the woman from filing a complaint within the said period.

(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.

Conciliation

10. (1) The Internal Committee or, as the case may be, the Local Committee, may, before initiating an 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:

Provided that no monetary settlement shall be made as a basis of conciliation.

(2) Where a settlement has been arrived at under sub-section (1), the Internal Committee or the Local Committee, as the case may be, shall record the settlement so arrived and forward the same to the employer or the District Officer to take action as specified in the recommendation.

(3) 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.

(4) Where a settlement is arrived at under sub-section (1), no further inquiry shall be conducted by the Internal Committee or the Local Committee, as the case may be.

11. (1) Subject to the provisions of section 10, the Internal Committee or the Local Committee, as the case may be, shall, where the respondent is an employee, proceed to make inquiry into the complaint in accordance with the provisions of the service rules applicable to the respondent and where no such rules exist, in such manner as may be prescribed or in case of a domestic worker, the Local Committee shall, if *prima facie* case exist, forward the complaint to the police, within a period of seven days for registering the case under section 509 of the Indian Penal Code, and any other relevant provisions of the said Code where applicable:

Inquiry into
complaint

45 of 1860

Provided that where the aggrieved woman informs the Internal Committee or the Local Committee, as the case may be, that any term or condition of the settlement arrived at under sub-section (2) of section 10 has not been complied with by the respondent, the Internal Committee or the Local Committee shall proceed to make an inquiry into the complaint or, as the case may be, forward the complaint to the police:

Provided further that where both the parties are employees, the parties shall, during the course of inquiry, be given an opportunity of being heard and a copy of the findings shall be made available to both the parties enabling them to make representation against the findings before the Committee.

45 of 1860.

(2) Notwithstanding anything contained in section 509 of the Indian Penal Code, the court may, when the respondent is convicted of the offence, order payment of such sums as it may consider appropriate, to the aggrieved woman by the respondent, having regard to the provisions of section 15.

5 of 1908

(3) For the purpose of making an inquiry under sub-section (1), the Internal Committee or the Local Committee, as the case may be, shall have the same powers as are vested in a civil court under the Code of Civil Procedure, 1908 when trying a suit in respect of the following matters, namely:—

- (a) summoning and enforcing the attendance of any person and examining him on oath;
- (b) requiring the discovery and production of documents; and
- (c) any other matter which may be prescribed.

(4) The inquiry under sub-section (1) shall be completed within a period of ninety days.

CHAPTER V

INQUIRY INTO COMPLAINT

12. (1) During the pendency of an inquiry, on a written request made by the aggrieved woman, the Internal Committee or the Local Committee, as the case may be, may recommend to the employer to—

Action during
pendency of
inquiry

- (a) transfer the aggrieved woman or the respondent to any other workplace; or

- (b) grant leave to the aggrieved woman up to a period of three months; or
 (c) grant such other relief to the aggrieved woman as may be prescribed.

(2) The leave granted to the aggrieved woman under this section shall be in addition to the leave she would be otherwise entitled.

(3) On the recommendation of the Internal Committee or the Local Committee, as the case may be, under sub-section (1), the employer shall implement the recommendations made under sub-section (1) and send the report of such implementation to the Internal Committee or the Local Committee, as the case may be.

Inquiry report.

13. (1) On the completion of an inquiry under this Act, the Internal Committee or the Local Committee, as the case may be, shall provide a report of its findings to the employer, or as the case may be, the District Officer within a period of ten days from the date of completion of the inquiry and such report be made available to the concerned parties.

(2) Where the Internal Committee or the Local Committee, as the case may be, arrives at the conclusion that the allegation against the respondent has not been proved, it shall recommend to the employer and the District Officer that no action is required to be taken in the matter.

(3) Where the Internal Committee or the Local Committee, as the case may be, arrives at the conclusion that the allegation against the respondent has been proved, it shall recommend to the employer or the District Officer, as the case may be—

(i) to take action for sexual harassment as a misconduct in accordance with the provisions of the service rules applicable to the respondent or where no such service rules have been made, in such manner as may be prescribed;

(ii) to deduct, notwithstanding anything in the service rules applicable to the respondent, from the salary or wages of the respondent such sum as it may consider appropriate to be paid to the aggrieved woman or to her legal heirs, as it may determine, in accordance with the provisions of section 15:

Provided that in case the employer is unable to make such deduction from the salary of the respondent due to his being absent from duty or cessation of employment it may direct to the respondent to pay such sum to the aggrieved woman:

Provided further that in case the respondent fails to pay the sum referred to in clause (ii), the Internal Committee or, as the case may be, the Local Committee may forward the order for recovery of the sum as an arrear of land revenue to the concerned District Officer.

(4) The employer or the District Officer shall act upon the recommendation within sixty days of its receipt by him.

Punishment
for false or
malicious
complaint and
false evidence

14. (1) Where the Internal Committee or the Local Committee, as the case may be, 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 employer or the District Officer, as the case may be, to take action against the woman or the person who has made the complaint under sub-section (1) or sub-section (2) of section 9, as the case may be, 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:

Provided that a mere inability to substantiate a complaint or provide adequate proof need not attract action against the complainant under this section:

Provided further that the malicious intent on part of the complainant shall be established after an inquiry in accordance with the procedure prescribed, before any action is recommended.

(2) Where the Internal Committee or the Local Committee, as the case may be, arrives at a conclusion that during the inquiry any witness has given false evidence or produced any forged or misleading document, it may recommend to the employer of the witness or the District Officer, as the case may be, to take action in accordance with the provisions of the service rules applicable to the said witness or where no such service rules exist, in such manner as may be prescribed.

15. For the purpose of determining the sums to be paid to the aggrieved woman under clause (ii) of sub-section (3) of section 13, the Internal Committee or the Local Committee, as the case may be, shall have regard to --

Determination of compensation

(a) the mental trauma, pain, suffering and emotional distress caused to the aggrieved woman;

(b) the loss in the career opportunity due to the incident of sexual harassment;

(c) medical expenses incurred by the victim for physical or psychiatric treatment;

(d) the income and financial status of the respondent;

(e) feasibility of such payment in lump sum or in instalments.

22 of 2005

16. Notwithstanding anything contained in the Right to Information Act, 2005, the contents of the complaint made under section 9, the identity and addresses of the aggrieved woman, respondent and witnesses, any information relating to conciliation and inquiry proceedings, recommendations of the Internal Committee or the Local Committee, as the case may be, and the action taken by the employer or the District Officer under the provisions of this Act shall not be published, communicated or made known to the public, press and media in any manner:

Prohibition of publication or making known contents of complaint and inquiry proceedings

Provided that information may be disseminated regarding the justice secured to any victim of sexual harassment under this Act without disclosing the name, address, identity or any other particulars calculated to lead to the identification of the aggrieved woman and witnesses.

17. Where any person entrusted with the duty to handle or deal with the complaint, inquiry or any recommendations or action to be taken under the provisions of this Act, contravenes the provisions of section 16, he shall be liable for penalty in accordance with the provisions of the service rules applicable to the said person or where no such service rules exist, in such manner as may be prescribed.

Penalty for publication or making known contents of complaint and inquiry proceedings

18. (1) Any person aggrieved from the recommendations made under sub-section (2) of section 13 or under clause (i) or clause (ii) of sub-section (3) of section 13 or sub-section (1) or sub-section (2) of section 14 or section 17 or non-implementation of such recommendations may prefer an appeal to the court or tribunal in accordance with the provisions of the service rules applicable to the said person or where no such service rules exist then, without prejudice to provisions contained in any other law for the time being in force, the person aggrieved may prefer an appeal in such manner as may be prescribed.

Appeal

(2) The appeal under sub-section (1) shall be preferred within a period of ninety days of the recommendations.

CHAPTER VI

DUTIES OF EMPLOYER

19. Every employer shall --

Duties of employer.

(a) provide a safe working environment at the workplace which shall include safety from the persons coming into contact at the workplace;

(b) display at any conspicuous place in the workplace, the penal consequences of sexual harassments; and the order constituting, the Internal Committee under sub-section (1) of section 4;

(c) organise workshops and awareness programmes at regular intervals for sensitising the employees with the provisions of the Act and orientation programmes for the members of the Internal Committee in the manner as may be prescribed;

(d) provide necessary facilities to the Internal Committee or the Local Committee, as the case may be, for dealing with the complaint and conducting an inquiry;

(e) assist in securing the attendance of respondent and witnesses before the Internal Committee or the Local Committee, as the case may be;

(f) make available such information to the Internal Committee or the Local Committee, as the case may be, as it may require having regard to the complaint made under sub-section (1) of section 9;

(g) provide assistance to the woman if she so chooses to file a complaint in relation to the offence under the Indian Penal Code or any other law for the time being in force; 45 of 1860.

(h) cause to initiate action, under the Indian Penal Code or any other law for the time being in force, against the perpetrator, or if the aggrieved woman so desires, where the perpetrator is not an employee, in the workplace at which the incident of sexual harassment took place; 45 of 1860.

(i) treat sexual harassment as a misconduct under the service rules and initiate action for such misconduct;

(j) monitor the timely submission of reports by the Internal Committee.

CHAPTER VII

DUTIES AND POWERS OF DISTRICT OFFICER

Duties and powers of District Officer

20. The District Officer shall, --

(a) monitor the timely submission of reports furnished by the Local Committee;

(b) take such measures as may be necessary for engaging non-governmental organisations for creation of awareness on sexual harassment and the rights of the women.

CHAPTER VIII

MISCELLANEOUS

Committee to submit annual report

21. (1) The Internal Committee or the Local Committee, as the case may be, shall in each calendar year prepare, in such form and at such time as may be prescribed, an annual report and submit the same to the employer and the District Officer.

(2) The District Officer shall forward a brief report on the annual reports received under sub-section (1) to the State Government.

Employer to include information in annual report

22. The employer shall include in its report the number of cases filed, if any, and their disposal under this Act in the annual report of his organisation or where no such report is required to be prepared, intimate such number of cases, if any, to the District Officer.

Appropriate Government to monitor implementation and maintain data

23. The appropriate Government shall monitor the implementation of this Act and maintain data on the number of cases filed and disposed of in respect of all cases of sexual harassment at workplace.

Appropriate Government to take measures to publicise the Act

24. The appropriate Government may, subject to the availability of financial and other resources, --

(a) develop relevant information, education, communication and training materials, and organise awareness programmes, to advance the understanding of the public of the provisions of this Act providing for protection against sexual harassment of woman at workplace,

(b) formulate orientation and training programmes for the members of the Local Complaints Committee.

25. (1) The appropriate Government, on being satisfied that it is necessary in the public interest or in the interest of women employees at a workplace to do so, by order in writing,—

Power to call for information and inspection of records

(a) call upon any employer or District Officer to furnish in writing such information relating to sexual harassment as it may require;

(b) authorise any officer to make inspection of the records and workplace in relation to sexual harassment, who shall submit a report of such inspection to it within such period as may be specified in the order.

(2) Every employer and District Officer shall produce on demand before the officer making the inspection all information, records and other documents in his custody having a bearing on the subject matter of such inspection.

26. (1) Where the employer fails to—

(a) constitute an Internal Committee under sub-section (1) of section 4;

(b) take action under sections 13, 14 and 22; and

(c) contravenes or attempts to contravene or abets contravention of other provisions of this Act or any rules made thereunder,

Penalty for non-compliance with provisions of Act.

he shall be punishable with fine which may extend to fifty thousand rupees.

(2) If any employer, after having been previously convicted of an offence punishable under this Act subsequently commits and is convicted of the same offence, he shall be liable to—

(i) twice the punishment, which might have been imposed on a first conviction, subject to the punishment being maximum provided for the same offence:

Provided that in case a higher punishment is prescribed under any other law for the time being in force, for the offence for which the accused is being prosecuted, the court shall take due cognizance of the same while awarding the punishment;

(ii) cancellation, of his licence or withdrawal, or non-renewal, or approval, or cancellation of the registration, as the case may be, by the Government or local authority required for carrying on his business or activity.

27. (1) No court shall take cognizance of any offence punishable under this Act or any rules made thereunder, save on a complaint made by the aggrieved woman or any person authorised by the Internal Committee or Local Committee in this behalf.

Cognizance of offence by courts

(2) No court inferior to that of a Metropolitan Magistrate or a Judicial Magistrate of the first class shall try any offence punishable under this Act.

(3) Every offence under this Act shall be non-cognizable.

28. The provisions of this Act shall be in addition to and not in derogation of the provisions of any other law for the time being in force.

Act not in derogation of any other law.

29. (1) The Central Government may, by notification in the Official Gazette, make rules for carrying out the provisions of this Act.

Power of appropriate Government to make rules

(2) In particular and without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely:—

(a) the fees or allowances to be paid to the Members under sub-section (1) of section 4;

(b) nomination of members under clause (c) of sub-section (1) of section 7;

(c) the fees or allowances to be paid to the Chairperson, and Members under sub-section (1) of section 7;

- (d) the person who may make complaint under sub-section (2) of section 9;
- (e) the manner of inquiry under sub-section (1) of section 11;
- (f) the powers for making an inquiry under clause (c) of sub-section (2) of section 11;
- (g) the relief to be recommended under clause (c) of sub-section (1) of section 12;
- (h) the manner of action to be taken under clause (i) of sub-section (3) of section 13;
- (i) the manner of action to be taken under sub-sections (1) and (2) of section 14;
- (j) the manner of action to be taken under section 17;
- (k) the manner of appeal under sub-section (1) of section 18;
- (l) the manner of organising workshops, awareness programmes for sensitising the employees and orientation programmes for the members of the Internal Committee under clause (c) of section 19; and
- (m) the form and time for preparation of annual report by Internal Committee and the Local Committee under sub-section (1) of section 21.

(3) Every rule made by the Central Government under this Act shall be laid as soon as may be after it is made, before each House of Parliament, while it is in session, for a total period of thirty days which may be comprised in one session or in two or more successive sessions, and if, before the expiry of the session immediately following the session or the successive sessions aforesaid, both Houses agree in making any modification in the rule or both Houses agree that the rule should not be made, the rule shall thereafter have effect only in such modified form or be of no effect, as the case may be; so, however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under that rule.

(4) Any rule made under sub-section (4) of section 8 by the State Government shall be laid, as soon as may be after it is made, before each House of the State Legislature where it consists of two Houses, or where such Legislature consists of one House, before that House.

Power to
remove
difficulties.

30. (1) If any difficulty arises in giving effect to the provisions of this Act, the Central Government may, by order published in the Official Gazette, make such provisions, not inconsistent with the provisions of this Act, as may appear to it to be necessary for removing the difficulty:

Provided that no such order shall be made under this section after the expiry of a period of two years from the commencement of this Act.

(2) Every order made under this section shall be laid, as soon as may be after it is made, before each House of Parliament.

P.K. MALHOTRA,
Secy. to the Govt. of India.

Internal Complaints Committee (ICC)

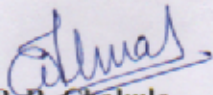
For Girls Students and Women Employees

Objectives

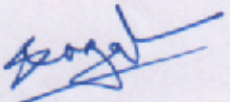
- To create a secure physical and social environment to prevent any act of sexual harassment in the college premises.
- To make girl students and female staff aware of the rules and regulations of ICC.
- To spread awareness of the Cell.
- To uphold the commitment of the Institute to provide an environment free of gender-based discrimination.
- To provide a natural, confidential and supportive environment for members of the campus community who may have been sexually harassed.
- To advice compliments of means of resolution as specified by the legislation.
- To ensure fair and timely resolution of sexually harassment complaints.

Responsibilities

- Receive complaints of sexual harassment at the workplace.
- Initiate and conduct an inquiry as per the Institute procedure.
- Submit findings and recommendations of all such inquiries.
- Coordinate with the Employer in implementing appropriate action.


Prof. P. R. Chakule
Presiding Officer




Prof. (Dr.) S. B. Bagal
Prof. (Dr.) Saharab. Bagal
Principal
Late G. N. Sapkal College of Engineering
Anjaneri, Nashik-422 213.

Internal Complaints Committee (ICC)

For Girls Students and Women Employees

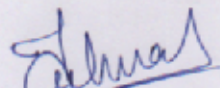
Mechanism

Formation of Internal complaints committee (ICC) as stated by Maharashtra State Commission for Women, as follows:

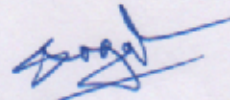
- Presiding Officer (1 No.): Women faculty member employed at Senior level (Not below Associate Professor)
- Faculty Members (2 No.)
- Non-teaching employees (2 No.)
- Students (2): Undergraduate (1 No.) and Masters (1 No.)
- External Member (1 No.): from NGO
- Every ICC members all serve the office for 3 years
- 1/3 of the members may be changed every year
- At least 50% of the ICC shall be women.

Functions of Committee

- Frequency of meetings: minimum 2 per academic year.
- Checking complaint received from email or through "Suggestion box".
- "Suggestion box " is checked on first Saturday of each month.
- In case it is not a working day, then it is checked on the next working day.
- Submission of report of sexual harassment related complaints to Honorable Collector, Nashik after every year with the following details:
- No. of complaints received and Status of complaints (if any)


Prof. P. R. Chakule
Presiding Officer



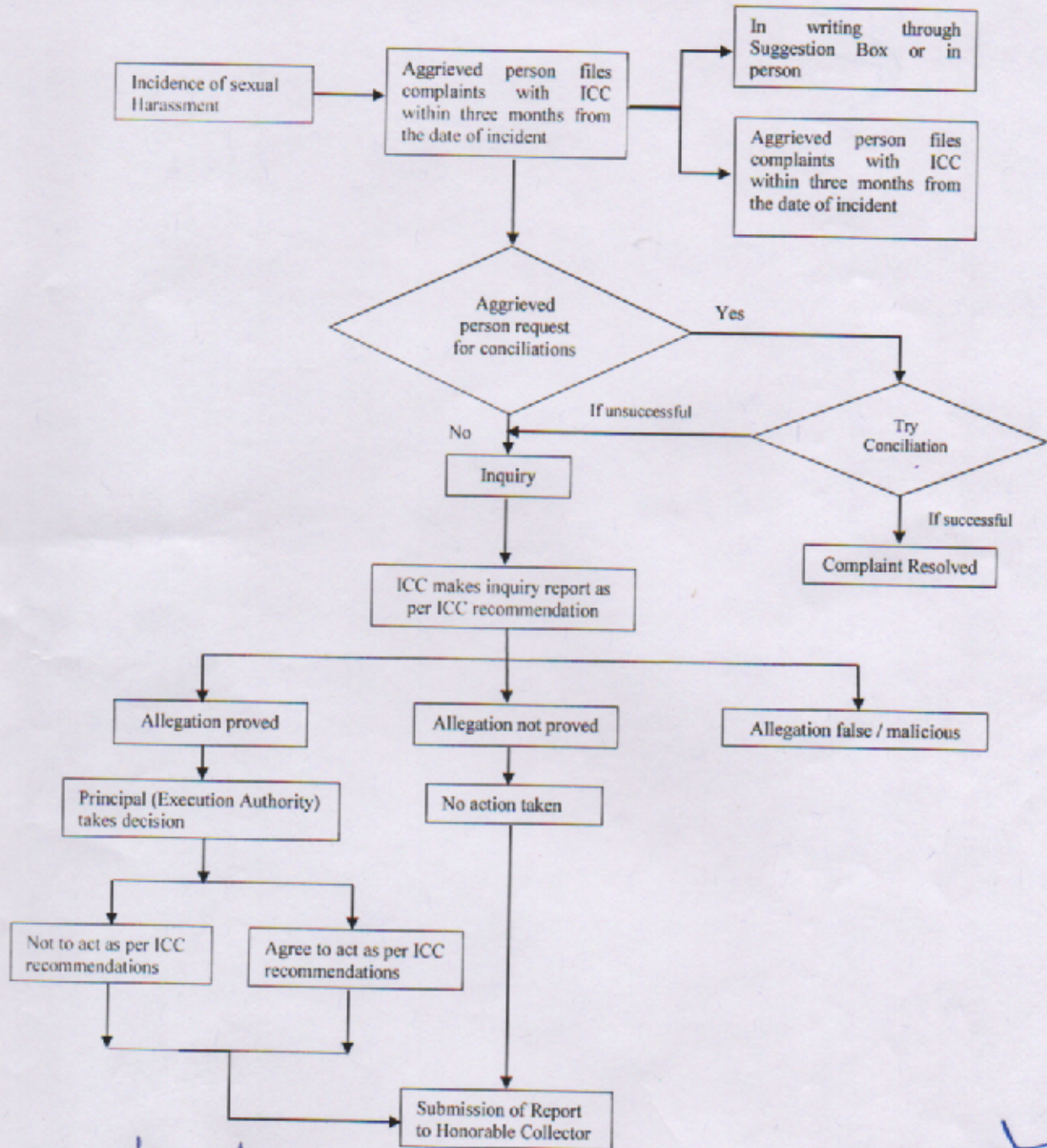

Prof. (Dr.) S. B. Bagal
Principal
Late G. N. Sapkal College of Engineering
Anjaneri, Nashik-422 213.

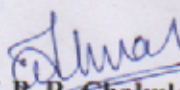
Internal Complaints Committee (ICC)

For Girls Students and Women Employees

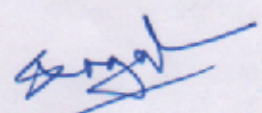
Process for Redressal -

The process to resolve the complaints is shown below:




Prof. P. R. Chakule
President ICC




Dr. S. B. Bagal
Principal
Late G. N. Sapkal College of Engineering
Anjaneri, Nashik-422 213.



Internal Complaints Committee (ICC)

For Girls Students and Women Employees

Redressal Mechanism

- Display of list of committee members and their contact details in the college premises as well as on the Institute website

<https://www.lgnscoe.sapkalknowledgehub.org/internal-complaints-committee.php>

Facility to provide complaint/suggestion

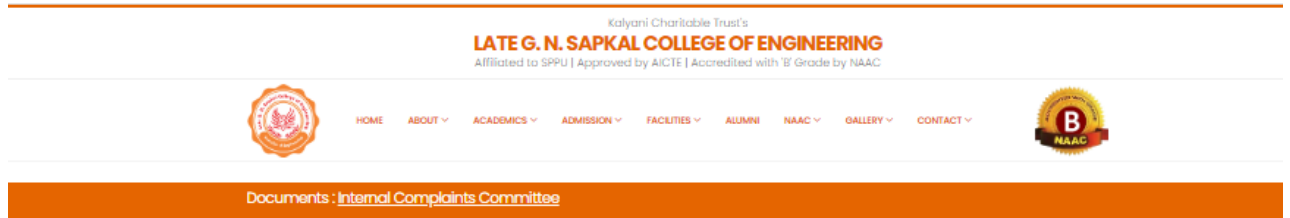
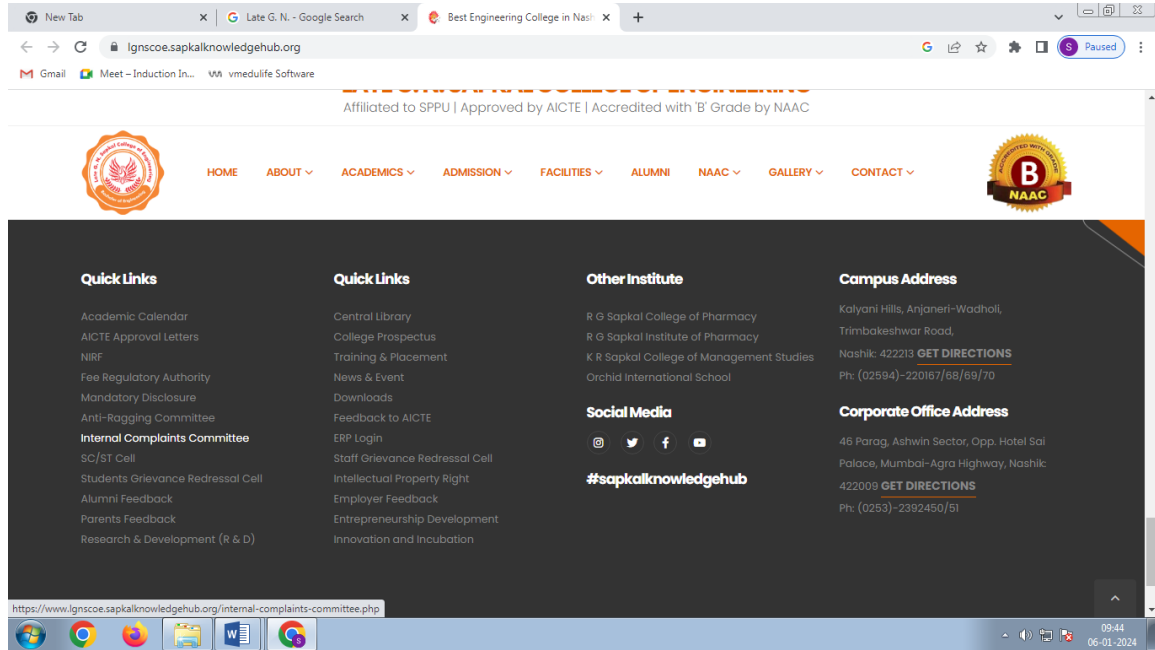
This facility is available on the -

1. Institute website Online through email id poonam.talmale@sapkalknowledgehub.org or on the Institute Grievance Redressal Portal <http://bit.ly/3H9eUPo>
2. In writing in person or through "suggestion Boxes" kept in the Institute campus.

Internal Complaints Committee (ICC)

For Girls Students and Women Employees

Committee Constitution Screen Shot on website –



Documents : [Internal Complaints Committee](#)

Sr. No.	Name of the Staff	Designation & Department	Committee Designation	Mobile & E-mail id
1	Prof. Poonam R. Chakule	Asst. Professor, Mechanical	Presiding Officer	9870944210 poonam.taimale@sapkalknowledgehub.org
2	Prof. Manjusha S. Borse	Asst. Professor, E&TC	Faculty Member - 1	9765694660 manjusha.borse@sapkalknowledgehub.org
3	Prof. Shital R. Shinde	Asst. Professor, Maths	Faculty Member - 2	9619801102 Shital.shinde@sapkalknowledgehub.org
4	Mrs. Sonali M. Gotraj	Tech. Assistant, Computer	Non-teaching Member - 1	9309712901 sonali29gotraj@gmail.com
5	Mrs. Preeti D. Gangawane	Accountant, Administration	Non-teaching Member - 2	8888829686 preeti.gangawane@gmail.com
6	Ms. Rutuja Pawar	Student, SE E&TC	Student Member - 1	9860290202 rutujapawar104@gmail.com
7	Mr. Veer Nilesh More	Student, TE Mechanical	Student Member - 2	9370422494 moreveer30@gmail.com
8	Ms. Diya Chauhan	Student, SE Computer	Student Member - 3	9511772660 diya3065@gmail.com
9	Mr. Somanth D. Ghatekar	Advocate	External Member	9890869646 advocatesdg@gmail.com

Institute is Accredited by NAAC
LOOKING FOR BEST ENGINEERING

[Click here to apply for Grievance](#)



Kalyani Charitable Trust's
Late G. N. Sapkal College of Engineering

Kalyani Hills, Anjaneri, Trimbakeshwar Road,
Nashik - 422 213



Ref: KCT's/LGNSCOE/2022-23/54)

Date: 25/03/2023

NOTICE

All the HODs, Section In charges, faculty members and students are hereby informed that the members of 'Internal Complaints Committee' (Formerly Women's Grievance Cell) has been reconstituted as mentioned below:

Sr. No.	Name of the Staff	Designation & Department	Committee Designation	Mobile & E-mail id
1.	Prof. Poonam R. Chakule	Asst. Professor, Mechanical	Presiding Officer	9970944210 poonam.talmale@sapkalknowledgehub.org
2.	Prof. Manjusha S. Borse	Asst. Professor, E&TC	Faculty Member - 1	9765694660 manjusha.borse@sapkalknowledgehub.org
3.	Prof. Shital R. Shinde	Asst. Professor, Maths	Faculty Member - 2	9619801102 Shital.shinde@sapkalknowledgehub.org
4.	Mrs. Sonali M. Gotraj	Tech. Assistant, Computer	Non-teaching Member - 1	9309712901 sonal29gotraj@gmail.com
5.	Mrs. Preeti D. Gangawane	Accountant, Administration	Non-teaching Member - 2	8888829686 preeti.gangavane@gmail.com
6.	Ms. Rutuja Pawar	Student, SE E&TC	Student Member - 1	9860290202 rutujapawar1104@gmail.com
7.	Mr. Veer Nilesh More	Student, TE Mechanical	Student Member - 2	9370422494 moreveer30@gmail.com
8.	Ms. Diya Chauhan	Student, SE Computer	Student Member - 3	9511772690 diya30651@gmail.com
9.	Mr. Somanth D. Ghotekar	Advocate	External Member	9850869646 advocatesdg@gmail.com

The concerned committee members are advised to take note of the same.



Prof. (Dr.) S. B. Bagal
Principal

Copy to:

1. All Head of the departments
2. Office Copy
3. Concern Staff Members

Ref: KCT's/LGNSCOE/2022-23/ 210(A)

Date: 05/09/2022

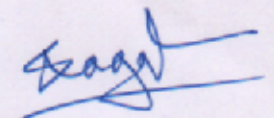
NOTICE

All the HODs, Section In charges, faculty members and students are hereby informed that the members of 'Internal Complaints Committee' (Formerly Women's Grievance Cell) has been reconstituted as mentioned below:

Sr. No.	Name of the Staff	Designation & Department	Committee Designation	Mobile & E-mail id
1.	Prof. Poonam R. Chakule	Asst. Professor, Mechanical	Presiding Officer	9970944210 poonam.talmale@sapkalknowledgehub.org
2.	Prof. Manjusha S. Borse	Asst. Professor, E&TC	Faculty Member - 1	9765694660 manjusha.borse@sapkalknowledgehub.org
3.	Prof. Shital R. Shinde	Asst. Professor, Maths	Faculty Member - 2	9619801102 Shital.shinde@sapkalknowledgehub.org
4.	Mrs. Ashwini Kardile	Tech. Assistant, Computer	Non-teaching Member - 1	9049802652 ashwinikardile0104@gmail.com
5.	Mrs. Preeti D. Gangawane	Accountant, Administration	Non-teaching Member - 2	8888829686 preeti.gangavane@gmail.com
6.	Ms. Rutuja Pawar	Student, SE E&TC	Student Member - 1	9860290202 rutujapawar1104@gmail.com
7.	Mr. Veer Nilesh More	Student, TE Mechanical	Student Member - 2	9370422494 moreveer30@gmail.com
8.	Ms. Diya Chauhan	Student, SE Computer	Student Member - 3	9511772690 diya30651@gmail.com
9.	Mr. Somanth D. Ghotekar	Advocate	External Member	9850869646 advocatesdg@gmail.com

The concerned committee members are advised to take note of the same.




Prof. (Dr.) S. B. Bagal
Principal

Copy to:

1. All Head of the departments
2. Office Copy
3. Concern Staff Members

Ref No: KCT's/LGNSCOE/ESTT/2021-22/252

Date: 27/12/2021

NOTICE

All Section and Department Heads, Staff Members and Students are hereby informed that 'Internal Complaints Committee' (Formerly Women's Grievances Cell) has been reconstituted for the AY 2021-22.

The reformed committee is below.

Sr.	Name of the Staff	Mobile & E-mail id	Designation And Department	Committee Designation
1.	Prof. Jayashri S. Hase	9049253386 jv.shinde@rediffmail.com	Asst. Professor Computer Engg.	Presiding Officer
2.	Prof. M.S. Borse	9765694660 Manjusha.borse19@gmail.com	Asst. Professor E&TC Engg.	Faculty Member -1
3.	Prof. Poonam R. Chakule	9970944210 poonam.talmale05@gmail.com	Asst. Professor Mechanical Engg.	Faculty Member -2
4.	Ms. Roopali S Aher	9764008607 enaliaher7890@gmail.com	Tech..Assistant Civil Engg.	Non-Teaching Member-1
5.	Ms. Preeti D Gangavane	8888829686 preeti.gangavane@gmail.com	Accountant Administration	Non-Teaching Member- 2
6.	Ms. Gunjali Nemade	8793467126 gunjalinemade38@gmail.com	Student TE Computer Engg.	Student Member-1 (UG)
7.	Ms. Kalyanee Pendharkar	9527687883 pendharkarkalyanee08@gmail.com	Student TE E&TC Engg.	Student Member -2 (UG)
8.	Ms. Tanuja Dhake	8830776693 tanuja05121999@gmail.com	Student ME Civil Engg.	Student Member -3 (PG)
9.	Mr. Somnath D. Ghotekar	9850869646 advocatesdg@gmail.com	Advocate	External Member

All concerned committee members are advised to take note of the same.



Prof. (Dr.) Sahebrao B. Bagal

Principal

Copy to :

1. All Heads for information and further communication
2. Office copy for record.
3. Concern staff members for necessary action.

for records



Kalyani Charitable Trust's
Late G. N. Sapkal College of Engineering

Kalyani Hills, Anjaneri, Trimbakeshwar Road,
Nashik - 422 213



Ref No: KCT's/LGNSCOE/ESTT./2019-20/702

Date: 04/09/2019

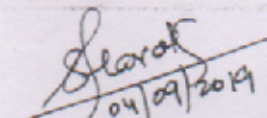
NOTICE

All Section & Department Heads', Staff Members and Students are hereby informed that our 'Internal Complaints Committee' (Formerly Women's Grievances Cell) has been reconstituted for the AY 2019-2020.

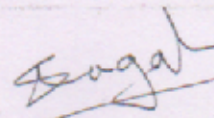
The reformed committee is below:

Sr.	Name of the Staff	Mobile & E-mail id	Designation & Department	Committee Designation
1.	Prof. Jayashree S. Hase	84118 88271 jv.shinde@rediffmail.com	Asst. Professor, Computer Engg.	Presiding Officer
2.	Prof. Lata K. Chouthmol	9975070655 latamore511@gmail.com	Asst. Professor, E&TC Engg.	Faculty Member - 1
3.	Prof. Poonam R. Chakule	9970944210 poonam.talmale05@gmail.com	Asst. Professor, Mechanical Engg.	Faculty Member - 2
4.	Ms. Rupali S. Aher	9764008607 enaliaher7890@gmail.com	Tech. Assistant, Civil Engg.	Non-teaching Member - 1
5.	Mrs. Preeti D. Gangawane	8888829686 preeti.gangavane@gmail.com	Accountant, Administration	Non-teaching Member - 2
6.	Ms. Renuka R. Mahale	9021661722 renukamahale16@gmail.com	Student, TE Computer Engg.	Student Member - 1 (UG)
7.	Ms. Anushree S Manwatkar	9665092966 anushreemanwatkar040@gmail.com	Student, TE Electrical Engg.	Student Member - 2 (UG)
8.	Ms. Divya A. Dhok	8208035911 divyadhok15@gmail.com	Student, ME Computer Engg.	Student Member - 3 (PG)
9.	Somanth D. Ghotekar	9850869646 advocatesdg@gmail.com	Advocate	External Member

The concerned committee members are advised to take note of the same.


04/09/2019
Prof. (Dr.) S. S. Harak
Dean Administration




Prof. (Dr.) S. B. Bagal
Principal

Copy to:

1. All Heads for information and further communication.
2. Office Copy for record.
3. Concern Staff Members for necessary action.



Kalyani Charitable Trust's
Late G. N. Sapkal College of Engineering

KALYANI HILLS, ANJANERI, TRIMBAKESHWAR ROAD, NASHIK - 422 213.



Ref No: KCT's/LGNSCOE/ESTT/2016-17/ 1772

Date: 06/02/2017

INTERNAL COMPLAINTS COMMITTEE (ICC)

We have formed Internal complaints committee(ICC), as per University Grants Commission (Prevention, Prohibition & Redressal of Sexual Harassment of Women employee and students in Higher Educational Institutions) Regulations, 2016

This is for the information to all.

ICC Designation	Name of the Staff	Designation	Mobile No.	E-mail ID
Presiding Officer	Ms. J. V. Shinde	Asst. Professor	8411888271	jv.shinde@rediffmail.com
Faculty Members -1	Mrs. K. A. Patil	Asst. Professor	9822530957	kirtipatil.44@rediffmail.com
Faculty Members -2	Mrs. L. K. Chouthmol	Asst. Professor	9975070655	lata_51105@rediffmail.com
Non- Teaching Member-1	Mrs. S. J. Shinde	Assistant Registrar	7507981999	mrs.shrushtishinde@gmail.com
Non- Teaching Me- 2	Mrs. Y. S.Thakare	Technical Assistant	9922414414	thakareyogita2011@gmail.com
Student Member-1 (UG)	Ms. Sayali V. Kale (T. E. E &TC)	Under Graduate (Student)	7507172113	Sayalikale465@gmail.com
Student Member -2 (PG)	Ms. Preeti P. Shirke (Computer)	M.E. Student	9850575250	pritisirke@gmail.com
Student Member -3 (UG)	Mr. Rohit Tidke (S.E. Mechanical)	Under Graduate (Student)	8888891892	Rohittidke98@gmail.com
External Member Advocate, NGO etc.	Mr. Somnath D. Ghotekar	Advocate	9850869646	advocatesdg@gmail.com



Prof. (Dr.) Sahebrao B. Bagal
Principal

Copy to:

- 1) Respective Staff Members.
- 2) Office Copy.
- 3) Notice Board copy

Internal Complaints Committee (ICC)

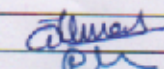
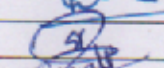
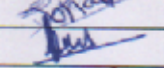
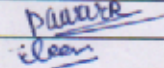
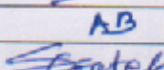
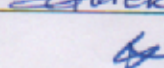
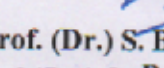
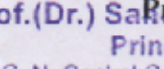
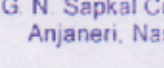
As per University Grant Commission and Regulations 2013

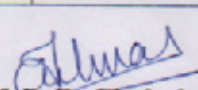
Date – 28-05-2023

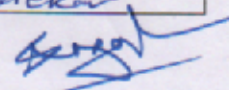
Minutes of Meeting

Meeting of Internal Complaints Committee (ICC) of Late G. N. Sapkal College of Engineering held on 25/05/2023 at 11.00 am in Principal Sir Cabin. Following Points are discussed -

1. **Prof. Dr. S. B. Bagal**, Principal welcomed all members and newly added members of Internal Complaints Committee (ICC).
2. **Prof. Poonam R. Chakule**, Presiding officer, also welcome newly admitted members in the cell and main discussion is started.
3. Discussion was done on successful conduction of "Women's Day" program on 8th March for Ladies faculty and students.
5. Purpose of the program is to raise the awareness about health and safety regarding personal issues.
6. ICC cell has also decided to conduct more programs for awareness in girls and Ladies faculty Members.
4. Principal Sir review the points which were discussed in last Meetings and announced **NO Complaint** is registered till date.
5. Meeting Ended with Vote of thanks by committee members.
6. Following Members were present for meeting.

Sr. No.	Name of the Staff	Designation & Department	Signature
1.	Prof. Poonam R. Chakule	Presiding Officer	
2.	Prof. Manjusha S. Borse	Faculty Member	
3.	Prof. Shital R. Shinde	Faculty Member	
4.	Mrs. Sonali Gotraj	Non-teaching Member	
5.	Mrs. Preeti D. Gangawane	Non-teaching Member	
6.	Ms. Rutuja Pawar	Student Member	
7.	Mr. Veer Nilesh More	Student Member	
8.	Ms. Diya Chauhan	Student Member	
9.	Mr. Somanth D. Ghotekar	Advocate, External Member	


Prof. P. R. Chakule
Presiding Officer


Prof. (Dr.) S. B. Bagal
Principal
Late G. N. Sapkal College of Engineering
Anjaneri, Nashik-422 213.



Internal Complaints Committee (ICC)

As per University Grant Commission and Regulations 2013

Date - 12-09-2022

Minutes of Meeting

Meeting of Internal Complaints Committee (ICC) of Late G. N. Sapkal College of Engineering held on 10/09/2022 at 3.00 pm in Principal Sir Cabin. Following Points are discussed -

1. **Prof. Dr. S. B. Bagal**, Principal welcomed all members and newly added members of Internal Complaints Committee (ICC) and requested to Prof. Poonam R. Chakule to take the charge of this cell onwards as a Presiding Officer.
2. Prof. Poonam R. Chakule told that she will take care of the functions of the cell.
3. Principal Sir told the objectives of the cell and then actual meetings was started.
4. Principal Sir review the points which were discussed in last Meetings and announced **NO Complaint** is registered till date.
5. Principal Sir committed that committee will function effectively to solve any grievances / dispute.
6. He instructed to meet at least once in each semester or otherwise as per the need.
7. He also requested women members to cooperate in antiragging and other committees to maintain the educational environment in the campus.
8. Meeting Ended with Vote of thanks by committee members.
9. Following Members were present for meeting.

Sr. No.	Name of the Staff	Designation & Department	Signature
1.	Prof. Poonam R. Chakule	Presiding Officer	<i>Edmas</i>
2.	Prof. Manjusha S. Borse	Faculty Member	<i>Manjusha</i>
3.	Prof. Shital R. Shinde	Faculty Member	<i>Shital</i>
4.	Mrs. Ashwini Kardile	Non-teaching Member	<i>Ashwini</i>
5.	Mrs. Preeti D. Gangawane	Non-teaching Member	<i>Preeti</i>
6.	Ms. Rutuja Pawar	Student Member	<i>Rutuja</i>
7.	Mr. Veer Nilesh More	Student Member	<i>Veer</i>
8.	Ms. Diya Chauhan	Student Member	<i>Diya</i>
9.	Mr. Somanth D. Ghotekar	Advocate, External Member	<i>Somanth</i>

Edmas
Prof. P. R. Chakule
Presiding Officer

Bagal
Prof. (Dr.) S. B. Bagal
Principal
Late G. N. Sapkal College of Engineering
Anjaneri, Nashik-422 213.



Internal Complaints Committee (ICC)

As per University Grant Commission and Regulations 2013

Date - 12-05-2022

Minutes of Meeting

Meeting of Internal Complaints Committee (ICC) of Late G. N. Sapkal College of Engineering held on 10/05/2022 at 2.00 pm in Principal Sir Cabin.

1. The meeting was started with the welcome of members of ICC and thank them for their cooperation and valuable suggestions.
2. Discussion was done on the successful conducting a poster making competition on "Gender Equality" on dated 05/05/2022 at computer department.
3. Purpose of the program is to raise the awareness about gender equality among students and staff of institution.
4. Principal Sir take the review of ICC committee and found **NO any Grievance or dispute in front of committee** till date.
5. Meeting Ended with Vote of thanks by committee members.
6. Following Members were present for meeting.

Sr. No.	Name of the Staff	Designation & Department	Signature
1.	Prof. Jayashri Hase	Presiding Officer	<i>Shinde</i>
2.	Prof. Manjusha S. Borse	Faculty Member	<i>MB</i>
3.	Prof. Poonam R. Chakule	Faculty Member	<i>Chakule</i>
4.	Mrs. Roopali Aher	Non-teaching Member	<i>Aher</i>
5.	Mrs. Preeti D. Gangawane	Non-teaching Member	<i>Gangawane</i>
6.	Ms. Gunjali Nemade	Student Member	<i>Nemade</i>
7.	Mr. Kalyani Pendharkar	Student Member	<i>PK</i>
8.	Ms. Tanuja Dhake	Student Member	<i>Tanuja</i>
9.	Mr. Somanth D. Ghotekar	Advocate, External Member	<i>Ghotekar</i>

Shinde

Prof. Jayashri Hase
Presiding Officer

Bagal

Prof. (Dr.) S. B. Bagal
Prof. (Dr.) S. B. Bagal
Principal
Late G. N. Sapkal College of Engineering
Anjaneri, Nashik-422 213.



Internal Complaints Committee (ICC)

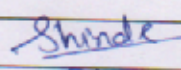
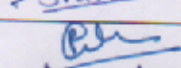
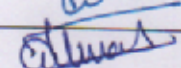
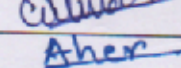
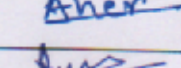
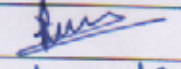
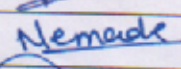
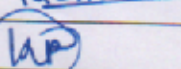
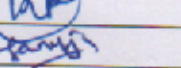
As per University Grant Commission and Regulations 2013

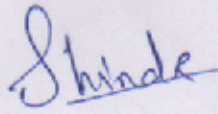
Date - 30-12-2021

Minutes of Meeting

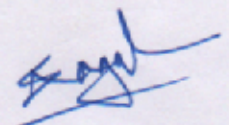
Meeting of Internal Complaints Committee (ICC) of Late G. N. Sapkal College of Engineering held on 28/12/2021 at 11.00 am in Principal Sir Cabin. Following Points are discussed -

1. **Prof. Dr. S. B. Bagal**, Principal welcomed all members and newly added members of Internal Complaints Committee (ICC).
2. **Prof. Jayashri Hase**, Presiding officer, also welcome newly admitted members in the cell and thank them for their cooperation and valuable suggestion for successful functioning of ICC.
3. ICC committee is going to plan the different activities related to women's and girls.
3. Principal Sir review the points which were discussed in last Meetings and announced **NO Complaint** is registered till date.
4. Meeting Ended with Vote of thanks by committee members.
5. Following Members were present for meeting.

Sr. No.	Name of the Staff	Designation & Department	Signature
01.	Prof. Jayashri Hase	Presiding Officer	
02.	Prof. Manjusha S. Borse	Faculty Member	
03.	Prof. Poonam R. Chakule	Faculty Member	
04.	Mrs. Roopali Aher	Non-teaching Member	
05.	Mrs. Preeti D. Gangawane	Non-teaching Member	
06.	Ms. Gunjali Nemade	Student Member	
07.	Mr. Kalyani Pendharkar	Student Member	
08.	Ms. Tanuja Dhake	Student Member	
09.	Mr. Somanth D. Ghotekar	Advocate, External Member	


Prof. Jayashri Hase
Presiding Officer




Prof. (Dr.) S. B. Bagal
Principal
Late G. N. Sapkal College of Engineering
Anjaneri, Nashik-422 213.

Internal Complaints Committee (ICC)

As per University Grant Commission and Regulations 2013

Date - 07-03-2020

Minutes of Meeting

Meeting of Internal Complaints Committee (ICC) of Late G. N. Sapkal College of Engineering held on 05/03/2020 at 1.00 pm in Principal Sir Cabin.

1. The meeting was commenced with the welcome note of Preceding Officer Prof. Jayashri Hase Mam thanked to all members of their active participation.
2. In the meeting Prof. L. K. Chouthmol has appreciated with members for conducting Program on "Self Defence of Girls" in association with NSS on dated 13 January, 2020.
4. Also Prof. L. K. Chouthmol has planned to conduct 'Woman's Da' on 9th March 2020 with committee members of ICC.
5. In meeting, their was a discussion on Pandemic situation- CORONA which is started in outside countries.
6. Principal sir has taken a review on Complaints, and Preceding officers told there were **NO any Grievances** till date, so, meeting ended with vote of Thanks.
7. Following Members were present for meeting.

Sr. No.	Name of the Staff	Designation & Department	Signature
1.	Prof. Jayashri Hase	Presiding Officer	<i>J. Hase</i>
2.	Prof. L. K. Chouthmol	Faculty Member	<i>L. K. Chouthmol</i>
3.	Prof. Poonam R. Chakule	Faculty Member	<i>P. Chakule</i>
4.	Mrs. Roopali Aher	Non-teaching Member	<i>R. Aher</i>
5.	Mrs. Preeti D. Gangawane	Non-teaching Member	<i>P. Gangawane</i>
6.	Ms. Renuka R. Mahale	Student Member	<i>R. Mahale</i>
7.	Mr. Anushri Manwatkar	Student Member	AB
8.	Ms. Divya A. Dhok	Student Member	AB
9.	Mr. Somanth D. Ghotekar	Advocate, External Member	<i>S. Ghotekar</i>

J. Hase

Prof. J. Hase
Presiding Officer



S. B. Bagal

Prof. (Dr.) S. B. Bagal
Prof. (Dr.) S. B. Bagal
Principal
Late G. N. Sapkal College of Engineering
Anjaneri, Nashik-422 213.

Internal Complaints Committee (ICC)

As per University Grant Commission and Regulations 2013

Date - 06-09-2019

Minutes of Meeting

Meeting of Internal Complaints Committee (ICC) of Late G. N. Sapkal College of Engineering held on 04/09/2019 at 2.00 pm in Principal Sir Cabin.

1. The meeting was commenced with the welcome note and welcome newly added members from Preceding Officer Prof. Jayashri Hase Mam thanked to all members of their active participation.
2. In the meeting following points were discussed about Implementation of some events in coming days like self-defence orientation workshop for girls, essay competition on Women employment, Women's Day etc.
3. Prof. L. K. Chouthmol has given the responsibilities of conducting above events.
4. As there were **NO any Sever Complaint** till date, so, meeting ended with vote of Thanks.
5. Following Members were present for meeting.

Sr. No.	Name of the Staff	Designation & Department	Signature
1.	Prof. Jayashri Hase	Presiding Officer	<i>Shinde</i>
2.	Prof. L. K. Chouthmol	Faculty Member	<i>L. K. Chouthmol</i>
3.	Prof. Poonam R. Chakule	Faculty Member	<i>Poonam</i>
4.	Mrs. Roopali Aher	Non-teaching Member	<i>AB</i>
5.	Mrs. Preeti D. Gangawane	Non-teaching Member	<i>Preeti</i>
6.	Ms. Renuka R. Mahale	Student Member	<i>Renuka</i>
7.	Mr. Anushri Manwatkar	Student Member	<i>Anushri</i>
8.	Ms. Divya A. Dhok	Student Member	<i>Dhok</i>
9.	Mr. Somanth D. Ghotekar	Advocate, External Member	<i>S. D. Ghotekar</i>

Shinde

Prof. J. Hase
Presiding Officer



Bagal

Prof. (Dr.) S. B. Bagal
Prof. (Dr.) S. B. Bagal
Principal
Late G. N. Sapkal College of Engineering
Anjaneri, Nashik-422 213.

Internal Complaints Committee (ICC)

As per University Grant Commission and Regulations 2013

Date - 17-09-2018

Minutes of Meeting

Meeting of Internal Complaints Committee (ICC) of Late G. N. Sapkal College of Engineering held on 15/09/2018 at 2.00 pm in Computer Department.

1. The meeting was started with the welcome of members of ICC and thank them for their cooperation and valuable suggestions.
2. Preceding officers welcomed the new members of ICC Committee.
3. ICC committee has taken a seminar of newly admitted girls and staffs regarding functioning of ICC cell.
3. Committee created the awareness about what and why ICC cell is formed in Institute.
4. There is no any incidence of grievances or dispute found to put in front of the committee.
5. General discussion was done by all the members.
6. Meeting was ended with the vote of thanks by chair.
7. Following Members were present for meeting.

Sr. No.	Name of the Staff	Designation & Department	Signature
1.	Prof. Jayashri V. Shinde	Presiding Officer	<i>Shinde</i>
2.	Prof. K. A. Patil	Faculty Member	<i>Patil</i>
3.	Prof. L. K. Chouthmol	Faculty Member	<i>Chouthmol</i>
4.	Mrs. S. J. Shinde	Non-teaching Member	<i>Shinde</i>
5.	Mrs. Y. S. Thakare	Non-teaching Member	<i>Thakare</i>
6.	Ms. Sayali Kale	Student Member	<i>Sayali</i>
7.	Mr. Preeti Shirke	Student Member	<i>Shirke</i>
8.	Mr. Rohit Tidke	Student Member	<i>Tidke</i>
9.	Mr. Somanth D. Ghotekar	Advocate, External Member	AB

Shinde
Prof. J. V. Shinde
Presiding Officer



Bagal
Prof. (Dr.) S. B. Bagal
Principal
Lata G. N. Sapkal College of Engineering
Anjaneri, Nashik-422 213.

Internal Complaints Committee (ICC)

As per University Grant Commission and Regulations 2013

Date – 26-03-2018

Minutes of Meeting

Meeting of Internal Complaints Committee (ICC) of Late G. N. Sapkal College of Engineering held on 23/03/2018 at 2.00 pm in Principal Sir Cabin.

1. The meeting was commenced with the welcome note of Preceding Officer Prof. J. V. Shinde Mam thanked to all members of their active participation.
2. In the meeting following points were discussed about Implementation of some events in coming days like self-defence orientation workshop for girls, essay competition on Women employment etc.
3. Prof. L. K. Chouthmol appreciated for conduction 'Women's Day' program for all ladies and girls on 8th March 2018.
4. As there were **NO any Sever Complaint** till date, so, meeting ended with vote of Thanks.
5. Following Members were present for meeting.

Sr. No.	Name of the Staff	Designation & Department	Signature
1.	Prof. Jayashri V. Shinde	Presiding Officer	<i>Shinde</i>
2.	Prof. K. A. Patil	Faculty Member	<i>Patil/Kas</i>
3.	Prof. L. K. Chouthmol	Faculty Member	<i>Chouthmol</i>
4.	Mrs. S. J. Shinde	Non-teaching Member	<i>Shinde</i>
5.	Mrs. Y. S. Thakare	Non-teaching Member	<i>Thakare</i>
6.	Ms. Sayali Kale	Student Member	<i>Syali</i>
7.	Mr. Preeti Shirke	Student Member	AB
8.	Mr. Rohit Tidke	Student Member	<i>Rohit</i>
9.	Mr. Somanth D. Ghotekar	Advocate, External Member	<i>Ghotekar</i>

Shinde
Prof. J. V. Shinde
Presiding Officer



Bagal
Prof. (Dr.) S. B. Bagal
Principal B. Bagal
Principal
Late G. N. Sapkal College of Engineering
Anjaneri, Nashik-422 213.