

Bhartiya Shikshan Prasarak Sanstha Ambejogai's
Swa. Sawarkar Mahavidyalaya, Beed
INTERNAL COMPLAINTS COMMITTEE (ICC) POLICY

(Aligned with UGC Regulations, 2015 | POSH Act, 2013 | NAAC Quality Indicators)

1. Preamble

Swa. Sawarkar Mahavidyalaya, Beed, a Higher Education Institution, is committed to provide a safe, inclusive, and gender-sensitive environment to all its stakeholders. Sexual harassment violates the fundamental rights to equality, dignity, and a safe educational and work environment. In accordance with the **Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013** and the **UGC Regulations, 2015**, the College has constituted an **Internal Complaints Committee (ICC)** to prevent and redress sexual harassment.

This policy is framed in alignment with **institutional values, gender equity, and inclusiveness**, and is applicable for the **Academic Year 2024–25 onwards**.

ICC Contact Email: veersawarkarbeed@gmail.com

2. Objectives of the Policy

- To prevent acts of sexual harassment in the institution
- To provide a fair, confidential, and time-bound redressal mechanism
- To promote gender sensitization and awareness
- To ensure compliance with statutory and regulatory requirements
- To uphold dignity, equality, and safety of all stakeholders

3. Scope and Applicability

This policy applies to:

- All students (UG/PG), teaching staff, non-teaching staff, contractual employees

The policy covers incidents occurring: - On campus - Off campus during official duties, fieldwork, educational tours, sports events - Through online/digital platforms related to institutional activities

4. Definition of Sexual Harassment

Sexual harassment includes any unwelcome act or behavior (direct or implied) such as:

- Physical contact and advances
- Demand or request for sexual favors
- Sexually colored remarks




Principal
Swa. Sawarkar Mahavidyalaya
Beed.

- Showing pornography
- Any other unwell
- come physical, verbal, or non-verbal conduct of sexual nature

Any act that violates the dignity or physical integrity of a person shall be treated as sexual harassment.

5. Constitution of Internal Complaints Committee (ICC)

The ICC shall consist of **a minimum of four members**:

1. **Presiding Officer** – Prof. Sunita Kurude (Senior Woman Faculty Member)
2. Two members from teaching/non-teaching staff committed to women's causes -Dr. Swati Kulkarni- Faculty member, Smt Alka Kulkarni- non-teaching staff
3. **External Member** – Adv. Kirti Joshi Legal Expert, familiar with issues of sexual harassment
4. **Principal** – Prof. Suhas Morale

Representation from students shall be included where complaints relate to students.

Quorum

At least **three members including the Presiding Officer and external member** must be present for inquiry proceedings.

6. Roles and Responsibilities of ICC

- Receive and acknowledge complaints
- Provide assistance to complainants
- Conduct fair and impartial inquiry
- Recommend interim relief
- Ensure confidentiality
- Submit annual reports
- Conduct awareness and sensitization programs

7. Complaint Redressal Mechanism

7.1 Filing of Complaint

- Complaint shall be made in writing within **three months** from the date of incident or last incident
- Assistance shall be provided if the complainant is unable to write
- ICC may extend the time limit by another three months for valid reasons

7.2 Conciliation

- ICC may facilitate conciliation at the request of the complainant
- Monetary settlement shall not be the basis of conciliation



7.3 Inquiry Procedure

- Notice to respondent within **7 days** of receipt of complaint
- Respondent to submit reply within **10 days** with documents/witnesses
- Inquiry conducted as per principles of natural justice
- Inquiry to be completed within **90 days**.

8. Interim Relief

During the pendency of inquiry, ICC may recommend:

- Transfer of complainant or respondent
- Grant of leave (up to 3 months)
- Academic or attendance relaxation
- Any other measure to ensure safety and well-being

9. Protection Against Retaliation

- No adverse action shall be taken against complainant or witnesses
- Any form of victimization or intimidation shall attract disciplinary action

10. Confidentiality

The identity of the complainant, respondent, witnesses, and proceedings shall be kept strictly confidential as per Section 16 of the POSH Act.

11. Inquiry Report and Action

- ICC shall submit its findings to the Head of the Institution
- Appropriate disciplinary action shall be initiated as per service/academic rules

12. False or Malicious Complaints

- Mere inability to substantiate a complaint does not imply malicious intent
- Action shall be taken only if malicious intent is proven

13. Appeal

Any aggrieved person may prefer an appeal within **90 days** to the appropriate authority as per POSH Act.

14. Awareness and Capacity Building

- ICC details shall be displayed prominently on campus and website
- Regular orientation programs for students and staff
- Annual training of ICC members



15. Review of Policy

This policy shall be reviewed periodically and updated as per statutory amendments.

Approved by: Governing Body / College Development Committee Swa. Sawarkar Mahavidyalaya, Beed



Prof. Sunita Kurude
Presiding officer **I.C.C.**



Prof. Suhas Morale
Principal / Head of Institution:
Principal
Swa. Sawarkar Mahavidyalaya
Beed.