

NAZIR AJMAL MEMORIAL COLLEGE OF EDUCATION

Recognised by NCTE and Affiliated to Gauhati University

Run by - AJMAL FOUNDATION

Internal Complaints Committee (ICC)

Formation:

Nazir Ajmal Memorial College of Education (NAMCE) reconstituted the Internal Complaints Committee (ICC) on December 21st, 2017, based on the UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015, published in the Gazette of India, New Delhi, Monday, May 2016. Subsequently, in the light of the amendment vide Gazette notification issued on 9th May 2016, the name has been changed to Internal Complaints Committee.

Definition of Sexual Harassment

"Sexual harassment" includes any unwelcome sexually inclined behaviour, whether directly or indirectly, such as:

- Physical contact and advances
- Demand or request for sexual favours
- Sexually coloured remarks
- Showing any pornography, or
- Any other unwelcome physical, verbal, or non-verbal conduct of sexual nature

Objectives:

- 1) To investigate all kinds of sexual harassment cases for their redressal within 90 days.
- 2) To encourage a gender friendly atmosphere for both staff as well as the students.
- 3) To organize gender sensitization awareness programs for all the stakeholders in collaboration with Women Cell and IQAC of NAMCE.
- 4) To stay updated and thorough with all kinds of changes regarding the POSH Act.



Ahaz
Principal
Nazir Ajmal Memorial College of Education
Hajoai, Nagaon, Assam-782435

Current Composition of Internal Complaints Committee with effect from 17th January 2022:

Presiding Officer: Ms. Halima Abdul Matin, Assistant Professor, Dept of Education


Members:

1. Ms., Sumi Choudhury Assistant Professor, Dept of English
2. Ms. Suprava DebRoy, Assistant Professor, Dept of Education
3. Ms. Kuntala Roy Choudhury, Assistant Professor cum Lawyer, Ajmal Law College
4. Dr. MRH Azad, General Manager, Ajmal Foundation
5. Ms. Samiara Begum, Office Assistant cum Accountant
6. Ms. Ashida Khatun, Non-Teaching Staff
7. Ms. Trishna Borah Lyngdoh, Psychologist cum Counselor, Ajmal Super 40
8. Ms. Subera Sultana, B.Ed 1st Year Student
9. Ms. Hrishikesh Madhukalya, B.Ed 2nd Year Student
10. Ms. Sumaiya Parbin, B.A 4th Semester

Duties of the Presiding Officer and the Members:

1. Zero tolerance towards sexual harassments.
2. To carry out gender sensitization against sexual harassment by explaining what sexual harassment is, physical, verbal or using electronic media in collaboration with Gender Resource Centre.
3. To ensure the right to safe campus and workplace that safety of workplace/campus means providing normal atmosphere, rather than degenerating into securitization, nor curtailing the freedom of movement of employees or students.
4. To explain the broadened meaning of workplace/campus under the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 and the Saksham Guidelines
5. Considering that vulnerable groups may be particularly prone to harassment - and to look after their special needs - based on class, caste, sexual orientation, and disability.
6. To help if an employee or a student chooses to file a complaint with the police.
7. To minimize the need for purely punitive approaches
8. To enable a complainant to make a formal complaint where the complainant so wishes, and to act in accordance with the Act of 2013 and the UGC guidelines of 2015 to ensure that complaint and inquiry are carried out fairly and within the time set out by law.
9. To protect the safety of complainant and any witnesses by not divulging identities





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10. To ensure that victims or witnesses are not threatened or penalized for making complaints.
11. To ensure that the provisions of the Act are not misused by frivolous complaints.

Inquiry Process:

- The inquiry shall be completed within a period of ninety days from the date of complaint.
- On completion of the inquiry, the ICC shall provide a report of its findings to the employer within period of ten days from the date of completion of the inquiry and such report be made available to the concerned parties.
- If the allegations against the respondent have been proved, it shall recommend punitive actions to be taken against the respondent to the employer.
- The employer shall act upon the recommendation within sixty days of receiving it.




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