

GURU NANAK COLLEGE

Jhajra, Dehradun

(Approved by AICTE, New Delhi, Affiliated to Sri Dev Suman Uttarakhand University)

Ref. No: GNC/PO.0042

Date:09.12.2024

OFFICE ORDER

Subject: Establishment of Internal Committee (IC) for the Academic Year 2024-25.

The Internal Committee in an educational institution like **Guru Nanak College, Jhajra, Dehradun**, is typically established to handle various important issues, primarily related to the prevention of sexual harassment and to ensure a safe and inclusive environment for all students and staff.

Objective of the of Internal Committee (IC):

The objective of the Sexual harassment policy is to resolve the problem faced by any student/employee through an internal system of relief that is easy to access, and thereby provides an effective remedy to the aggrieved complainant as quickly as possible so that he/she can continue to study and develop without impediments. This is important to recognize that redressal does not necessarily have to be punitive and instead may be educational, openly discussed at forums which are attended by both teachers and students; women students are encouraged to speak up freely in class or elsewhere.

COMPOSITION OF INTERNAL COMMITTEE (IC):

S. No.	Name	Designation	Mobile No.	Email Address
1	Dr. Nidhi Chatterjee	Chairperson	7300777701	drnidhichatterjee@gnc.edu.in
2	Dr. Bhoopendra Bharti	Member Secretary	7505174242	drbhoopendrabharti@gnc.edu.in
3	Ms. Pooja Bhatt	Faculty Members	7300777708	poojabhatt@gnc.edu.in
4	Mr. Tarun Saini	Faculty Members	9568020956	tarunsaini@gnc.edu.in
5	Mrs. Shweta Rawat	Exam Department	7300777722	swetarawat@gnc.edu.in
6	Sunil Kumar Malik	Non-Teaching Member	9627600303	placement@gnc.edu.in
7	Mr Mohan singh Gusain	NGO Representative	9027387114	mohansinghgusain71@gmail.com
8	Mr. Anant	Student Representative	7668750259	crgnc@gnc.edu.in
9	Ms. Anjali	Student Representative	9631390690	ar9704350@gmail.com

Responsibilities and Functions:

- Addressing Complaints:** The committee is responsible for receiving complaints related to sexual harassment, ensuring confidentiality, and providing a platform for students or staff to report issues without fear of retribution.

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2. Conducting Investigations:

If a complaint is received, the Internal Committee conducts a thorough investigation. The investigation process is unbiased, and both the complainant and the respondent are given an opportunity to present their side.

3. Providing Counseling:

The committee may provide counseling services to victims of harassment, helping them cope with any psychological impact and guiding them through the grievance redressal process.

4. Action and Recommendations:

After the investigation, if the complaint is found to be true, the committee can recommend disciplinary action against the perpetrator, which may include warnings, suspension, or even expulsion, depending on the severity of the incident.

5. Documentation and Reporting:

The committee keeps detailed records of complaints, actions taken, and resolutions. It is also required to submit an annual report to the governing body of the college and in some cases, to the government or other regulatory authorities, detailing the complaints received and actions taken.

This decision has been made with the approval of the competent authority

**Principal
Guru Nanak College
Jhajra, Dehradun, Uttarakhand**

CC to:

Office: for record.

Members: for information & necessary action.

Chairman: for information

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ANNUAL REPORT OF INTERNAL COMPLAINT COMMITTEE (ICC)

(Academic Year: 2024-2025)

S. No.	Particulars	Information
1	Number of complaints of Sexual harassment received in the year	Nil
2	Number of orientation or training programmes carried out for the members of the ICC to deal with complaints	Nil
3	Number of complaints disposed of during the year	Nil
4	Number of cases pending for more than 90 days	Nil
5	Number of workshops or awareness Programme carried out for the officers, functionaries, faculty and students to sensitize them against sexual harassment	1
6	Nature of action taken by the Technical Institution against the perpetrator	Nil