



IMS/RO/ICC/2026

2nd February 2026

Internal Complaints Committee (ICC)

In compliance with the provisions of the *Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013*, the Internal Complaints Committee (ICC) of the institution is hereby reconstituted for addressing complaints related to sexual harassment at workplace.

The composition of the ICC is as follows:

S. No.	Name	Designation	Post
1	Dr. Neelam Saxena	Director	Chairperson
2	Mr. Pradeep K Saraswat	Registrar	Member
3	Dr. Anshika Rajvanshi	HOD (SOM)	Member
4	Dr. Pankaj Agarwal	Asso. Prof. (IT)	Member
5	Ms. BarshaChabaria	Head, Radio	Member
6	Ms. Parul Sharma	EA	Member
7	Dr. Mala Bhandari	Founder Director, SADRAG NGO	Member
8	Ms. Gurpreet Kaur BCA, III Yr	Female Student Rep.	Member
9	Ms. Kajal Yadav BBA III Yr	Female Student Rep.	Member

Registrar



OBJECTIVES OF INTERNAL COMPLAINTS COMMITTEE

1. Prevention of Sexual Harassment

- To create a **safe, secure, and gender-sensitive environment**
- To prevent incidents of sexual harassment at the workplace/institution

2. Prohibition and Awareness

- To ensure strict implementation of policies prohibiting sexual harassment
- To **sensitize employees and students** through workshops, seminars, and awareness programs

3. Redressal of Complaints

- To receive and address complaints of sexual harassment in a **fair, timely, and confidential manner**
- To provide a **neutral and unbiased platform** for grievance redressal

4. Ensure Justice and Fair Inquiry

- To conduct **proper inquiry** following principles of natural justice
- To recommend appropriate action against the respondent, if found guilty

5. Protection Against Victimization

- To ensure that the complainant is **not subjected to retaliation or discrimination**
- To maintain strict **confidentiality** of all proceedings

6. Support to Aggrieved Person

- To provide necessary **assistance and support** to the complainant (counselling, interim relief, etc.)

7. Compliance with Legal Provisions

- To ensure institutional compliance with statutory requirements under the Act and guidelines issued by authorities
- To submit **annual reports** to the appropriate authority

8. Promotion of Gender Equality

- To promote **respect, dignity, and equality** among all genders within the institution