



**ANTI-SEXUAL HARASSMENT CELL
&
Internal Complaints Committee
(ICC)**



Sree Chaitanya College, Habra

As per the guidelines of UGC, NAAC and the Supreme Court an Anti-Sexual Harassment Cell has been established by Sree Chaitanya College, Habra to provide a healthy and congenial atmosphere for the staff and students of the College.

The cell has well-developed guidelines and norms for a policy to uphold zero tolerance towards sexual harassment. The college has entrusted the task of developing principles and procedures for combating sexual harassment to this cell. Cell promotes measures aimed at achieving gender equality, removal of gender bias or discrimination, sexual harassment, and other acts of gender-based violence by organising awareness programmes and campaigns for the benefit of all members of the college.

Objectives:

- To develop guidelines and norms for policies against sexual harassment.
- To develop principles and procedures to combat sexual harassment.
- To work out details for the implementation these policies.
- To prepare a detailed plan of actions, both short and long term.
- To organize gender sensitization awareness programme.
- To deal with cases of discrimination and sexual harassment in a time bound manner, aiming at ensuring support services to the victims.

For this purpose, sexual harassment includes unwelcome sexually determined behaviour (whether directly or by implication) such as:

- Verbal or Physical threats.
- Insulting, Abusive, Embarrassing or Patronizing behaviour or Comments.
- Offensive gestures, Language, Rumours, Gossip or Jokes.
- Humiliating, Intimidating, Demeaning and/or Persistent criticism, Open hostility.
- Suggestive comments or Body language.
- Isolation or Exclusion from normal work or study place.
- Publishing, Circulating or Displaying pornographic, Racist, Sexually suggestive or Otherwise offensive pictures or other materials.
- Unwanted physical contact, Ranging from an invasion of space to a serious assault (The above list is not intended to be exhaustive).

The following is also sexual harassment and is covered by the committee:

- Eve-teasing,
- Unsavoury remarks,
- Jokes causing or likely to cause awkwardness or embarrassment,
- Innuendos and taunts,
- Gender based insults or sexist remarks,
- Unwelcome sexual overtone in any manner such as over telephone (obnoxious telephone calls) and the like,
- Touching or brushing against any part of the body and the like,
- Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings,
- Forcible physical touch or molestation,
- Physical confinement against one's will and any other act likely to violate one's privacy.

Anti Sexual Harassment Cell assures all the complaints of the students, teaching and non-teaching staffs are treated with dignity and respect and the complaints should be maintained confidential.

Internal Complaints Committee (ICC):

Sree Chaitanya College, Habra is a coeducational institution providing equal opportunities to all. Men and women work together in a congenial atmosphere, however if there are any complaints involving physical contacts or advances, demand for sexual favours, sexually tainted remarks, and any unwelcome physical, verbal or nonverbal expressions of a sexual nature; it is addressed and appropriate action is taken. This committee aims at sensitizing the students and staff to work diligently to prevent sexual harassment in the college. Complaints of sexual harassment shall be lodged with the Committee and appropriate disciplinary action is initiated by the members in accordance to the rules and regulations of the college.

Why ICC?

It is formed according to the provisions of the POSH ACT-Sexual Harassment of Women at Workplace Act of 2013, 9th December 2013. (Prevention, Prohibition and Redressal). It is also mentioned in University Grants Commission (Prevention, Prohibition and Redressal of sexual harassment of women employees and students in higher educational institutions).

What is ICC?

The POSH Act demanded an ICC be made at all workplaces for the redressal of sexual harassment cases.

Functions of ICC:

- To prevent sexual harassment at workplace.
- To prevent discrimination and sexual harassment against girls by promoting gender amity among students and employees

- To conduct periodical programmes on women empowerment.
- To provide conducive environment and congenial atmosphere for women.

Who can approach ICC?

Any *aggrieved woman* who has suffered harassment at workplace can approach ICC. Aggrieved woman includes:

- a. Woman who is an employee, or
- b. Someone visiting workplace, or
- c. Student

Composition of the ICC Committee:

1. Dr. Indramohan Mandal, Principal (Ex Officio Member, Phone no. 9433177110)
2. Dr. Samarendra Nath Chatterjee, Bursar (Ex Officio Member, Phone no. 8777413499)
3. Dr. Sobhana Palit, Coordinator-IQAC (Ex Officio Member, Phone no. 9830356685)
4. Dr. Sanchayita Debnath, TCS (Ex Officio Member, Phone no. 9874239329)
5. Smt. Srabani Biswas, Assistant Professor, Department of History (Presiding Officer, Phone no. 9836623980)
6. Dr. Biswanath Sarkar, Assistant Professor, Department of Political science (Member, Phone no. 9830346250)
7. Mr. Suman Hazra, Assistant Professor, Department of Anthropology (Member, Phone no. 9051557558)
8. Smt. Nagma Parvin, Assistant Professor, Department of Anthropology (Member, Phone no. 8017570510)
9. Smt. Sarmistha Majumder, Head clerk-evening shift, Office staff (Member, Phone no. 8906590761)
10. Sri Anup Das, B.Sc., LLB, Advocate, (External member), Barasat District Court (Phone no. 9733921955)

11. Smt. Mala Bose Kar (External member), Nirupama Social Welfare Society (Phone no. 9233286465).

Any student who wishes to file a complaint can contact any member of the ICC committee in college or Students can **file the complaint through e-Mail (sccposhicc@gmail.com)**.

COMPLAINT FORMAT:

Name:

Designation (if you are a student please mention your Semester, Department, Roll no. and Registration no.):

Mobile no.:

Nature of Complaint (in details):

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Signature with date

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