



REPORT OF INTERNAL COMPLAINTS COMMITTEE (ICC) AND SEXUAL HARASSMENT COMMITTEE

POLICY

Preamble:

U.M.K. College, Majuli is dedicated to building and sustaining a healthy, safe, and inclusive academic community that believes in gender equality and is free from all forms of violence, harassment, bullying, discrimination, and misconduct. The College is committed to maintaining an environment that upholds the dignity of every individual and promotes mutual respect and equality.

The Institution strongly opposes all forms of gender-based violence, sexual harassment, and discrimination. Every member of the College community is expected to uphold the principles of equality, freedom of expression, and freedom of association. The College is committed to ensuring that all students, teaching and non-teaching staff are provided with a safe and conducive environment for learning and working.

The Internal Complaints Committee (ICC) of U.M.K. College, Majuli functions in accordance with the provisions of **The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013** and the guidelines issued by the University Grants Commission (UGC) and the Government from time to time.

Objectives of the Policy

1. To evolve an effective mechanism for the prevention, prohibition and redressal of complaints relating to sexual harassment and other acts of gender-based violence in the institution.
2. To ensure the implementation of the policy in letter and spirit through proper reporting of complaints and their timely follow-up.
3. To provide an environment free from gender-based discrimination and harassment.
4. To ensure equal access to all facilities and equal participation in academic, cultural and co-curricular activities of the College.
5. To create a secure physical and social environment that deters acts of sexual harassment and promotes mutual respect and gender sensitivity.

Definition of Sexual Harassment

Sexual harassment includes any unwelcome act or behaviour of a sexual nature, whether directly or by implication, such as:

1. Physical contact and advances;
2. A demand or request for sexual favours;
3. Making sexually coloured remarks;
4. Showing pornography or sexually explicit material;
5. Any other unwelcome physical, verbal or non-verbal conduct of a sexual nature.

Where any of these acts are committed under circumstances in which the victim has a reasonable apprehension that such conduct may be humiliating, create a hostile environment, or adversely affect her/his employment, work, or studies, such conduct shall amount to sexual harassment.

It shall also be considered discriminatory if the victim has reasonable grounds to believe that objecting to such conduct would place her/him at a disadvantage in matters relating to employment, recruitment, promotion, evaluation, or academic performance.

Jurisdiction

The rules and regulations outlined in this policy shall apply to all complaints of sexual harassment:

1. By a member of the College against any other member, irrespective of whether the harassment is alleged to have taken place within or outside the campus.
2. By an outsider against a member of the College, or by a member of the College against an outsider, if the sexual harassment is alleged to have taken place within the campus.
3. By a member of the College against an outsider if the sexual harassment is alleged to have taken place outside the campus. In such cases, the Committee shall recommend that the College authorities initiate appropriate action by lodging a complaint with the concerned authority.
4. The Committee shall actively assist and provide all available support to the complainant in pursuing the complaint.

Composition of the Internal Complaints Committee (ICC)

The Internal Complaints Committee shall consist of:

1. One Presiding Officer.
2. One Convenor
3. Two members from among the employees of the College.
4. One External Member having experience in social work, legal knowledge or women's rights issues.

The Committee may be reconstituted from time to time in accordance with the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

Powers of the Committee

The Committee shall have the following powers:

1. To summon witnesses and call for documents or any information from any employee or student.
2. To direct any person to produce relevant documents or information by issuing a written notice specifying the place and time for submission.
3. To require production of information stored in mechanical, electronic, or any other form and obtain written reproductions thereof.
4. Upon production of documents or information, the Committee may:
 - o Make copies or extracts thereof; and
 - o Retain such documents or information for such period as deemed necessary for the proceedings.
5. To issue interim directions to any person involved in the proceedings.
6. To recommend appropriate action against any person found guilty of:
 - o Sexual harassment;
 - o Retaliating against or victimising the complainant or witnesses; or
 - o Making false and malicious allegations.

Functions of the Committee

A. Preventive Measures

The Committee shall endeavour:

1. To facilitate a safe environment free from sexual harassment.
2. To promote behaviour and practices that ensure gender equality and equal opportunities.
3. To organise awareness programmes, workshops and sensitisation campaigns on gender issues and prevention of sexual harassment.
4. To disseminate information regarding the policy and complaint mechanism among students and staff.

B. Remedial Measures

The Committee shall:

1. Ensure that the mechanism for registering complaints is safe, accessible and sensitive.
2. Take cognizance of complaints relating to sexual harassment, conduct enquiries and provide redressal to victims.
3. Recommend penalties or disciplinary action against the harasser, wherever necessary.
4. Advise the competent authority to issue warnings or seek legal intervention with the consent of the complainant.
5. Seek medical, police and legal assistance for the complainant whenever required and with her/his consent.
6. Make arrangements for psychological, emotional and physical support, including counselling and other assistance to the victim, if desired.

Status of Complaints

During the reporting period, no complaint relating to sexual harassment was received by the Internal Complaints Committee of U.M.K. College, Majuli. The Committee, however, remained vigilant and continued to undertake awareness and sensitisation activities to ensure a safe and gender-sensitive campus environment.

The College reaffirms its commitment to maintaining an atmosphere of dignity, equality and mutual respect for all members of the institution.



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