

INTERNAL COMPLAINT COMMITTEE



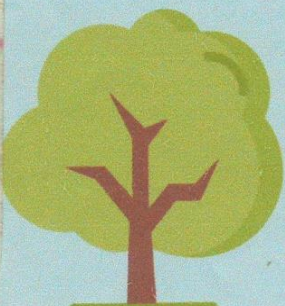
S.B.M.S. COLLEGE, SUALKUCHI

Website: <https://sbmscollege.org/>

INTERNAL COMPLAINT
COMMITTEE MINUTES



S.B.M.S. COLLEGE
SUALKUCHI, KAMRUP ASSAM, 781103



S.B.M.S. COLLEGE SUALKUCHI, ASSAM (SUALKUCHI BUDRAM MADHAB SATRADHIKAR COLLEGE)

An Institution of Higher Education Affiliated to Gauhati University, Provincialized by the Govt. of Assam,
recognized under Section 2(f) & 12(B) of the UGC Act, 1956



INTERNAL COMPLAINT COMMITTEE

Responsibilities

As per the guideline of Supreme Court regarding Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances, Internal Complaint Committee is reconstituted on April 18, 2018. The Act is an extension of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013. This policy is meant to sensitize the employees as well as student community by creating a healthy environment of safety and dignity in the institution. The duties and responsibilities of the Internal Complaints Committee are as follows:

1. The committee is dedicated to prioritizing the well-being of female teaching and non-teaching staff members of the college.
2. The committee will assess and enhance recreational amenities specifically for female staff members.
3. The committee will establish healthcare services tailored to meet the needs of female staff members and girl students.
4. In case of complaints from female staff members or students, the committee will conduct thorough reviews and proceed with appropriate remedial actions.

The committee will convene as necessary, and records of the meetings, including minutes, will be maintained.

1. Mr. Anil Das	Convener	9678705463	Mr. Anil Das
2. Mr. Gopal Saran	Member	9475109238	Mr. Gopal Saran
3. Dr. Nandini Barua	Member	9864139974	Dr. Nandini Barua
4. Dr. Jyoti Deka	Member	7685948621	Dr. Jyoti Deka
5. Ms. Debali Das	Member	9675206532	Ms. Debali Das
6. Tina Mini Barua, CEN, Co-ordin. Room Secretary	Student Member	9127124451	Tina Mini Barua

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ICC MINUTES OF THE MEETING

2018-2019

The meeting of the Internal Complaints Committee for the academic year 2018-2019 is held on 25/09/2018. All the members were present in the meeting. The meeting was presided over by the Chairman cum Principal. He welcomed all the members in the meeting.

1. The committee has not recorded any instances of sexual harassment complaints against any member of the institution in the academic year 2017-2018.
2. To foster awareness and on-going sensitivity among students, the committee stressed on the importance of disseminating information through all faculty channels.
3. The committee highlighted the importance of enhancing students' awareness regarding the amended rules aimed at preventing instances of women's harassment.
4. The committee emphasised the necessity of uploading details about the Internal Complaints Committee on the institution's website.
5. The Presiding officer extended gratitude to all members, and they collectively agreed that the committee will convene annually in later part of November or early part of December as a routine practice, or sooner if necessary in response to any complaints.
6. The meeting ended with vote of thanks offered by the convenor.

ICC Committee Members:

Sl. No	Name	ICC Designation	Phone No	Signature
1	Dr. D. C. Bhagabati	Chairman	9435103147	
2	Mrs. Mamani Devi	Convenor	8638705865	
3	Mr. Gopal Sarma	Member	9435109208	
4	Dr. Nandini Kakati	Member	9864139974	
5	Dr. Jogesh Deka	Member	7635948621	
6	Ms. Geetali Das	Member	9613206552	
7	Tina Moni Baishya, Girls' Common Room Secretary	Student Member	9127124431	

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ICC MINUTES OF THE MEETING

2019-2020

The meeting of the Internal Complaints Committee for the academic year 2019-2020 is held on 07/09/2019. All the members were present in the meeting. The meeting was presided over by the Chairman cum Principal. He welcomed all the members in the meeting.

1. The committee has not recorded any instances of sexual harassment complaints against any member of the institution during the academic year 2018-2019.
2. To foster awareness and on-going sensitivity among students, the committee stressed the importance of disseminating information through all faculty channels.
3. The committee highlighted the importance of enhancing students' awareness regarding the amended rules aimed at preventing instances of women's harassment.
4. The committee emphasised the necessity of uploading details about the Internal Complaints Committee on the institution's website.
5. The Presiding officer extended gratitude to all members, and they collectively agreed that the committee will convene annually in later part of November or early part of December as a routine practice, or sooner if necessary in response to any complaints.
6. The meeting ended with vote of thanks offered by the convenor.

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1	Dr. D. C. Bhagabati	Chairman	9435103147	
2	Mrs. Mamani Devi	Convenor	8638705865	
3	Mr. Gopal Sarma	Member	9435109208	
4	Dr. Nandini Kakati	Member	9864139974	
5	Dr. Jogesh Deka	Member	7635948621	
6	Ms. Geetali Das	Member	9613206552	
7	Anamika Das Girls' Common Room Secretary	Student Member	6000786423	

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ICC MINUTES OF THE MEETING

2020-2021

The meeting of the Internal Complaints Committee for the academic year 2020-2021 is held on 04/11/2020. All the members were present in the meeting. The meeting was presided over by the Chairman cum Principal. He welcomed all the members in the meeting.

1. The committee has not recorded any instances of sexual harassment complaints against any member of the institution in the academic year 2019-2020
2. To foster awareness and on-going sensitivity among students, the committee stressed the importance of disseminating information through all faculty channels.
3. The committee highlighted the importance of enhancing students' awareness regarding the amended rules aimed at preventing instances of women's harassment.
4. The committee emphasised the necessity of uploading details about the Internal Complaints Committee on the institution's website.
5. The Presiding officer extended gratitude to all members, and they collectively agreed that the committee will convene annually in later part of November or early part of December as a routine practice, or sooner if necessary in response to any complaints.
6. The meeting ended with vote of thanks offered by the convenor.

ICC Committee Members:

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1	Dr. D. C. Bhagabati	Chairman	9435103147	
2	Mrs. Mamani Devi	Convenor	8638705865	
3	Mr. Gopal Sarma	Member	9435109208	
4	Dr. Nandini Kakati	Member	9864139974	
5	Dr. Jogesh Deka	Member	7635948621	
6	Ms. Geetali Das	Member	9613206552	
7	Tina Moni Baishya, Girls' Common Room Secretary	Student Member	9127124431	

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ICC MINUTES OF THE MEETING

2021-2022

The meeting of the Internal Complaints Committee for the academic year 2021-2022 is held on 20/09/2021. All the members were present in the meeting. The meeting was presided over by the Chairman cum Principal. He welcomed all the members in the meeting.

1. The committee has not recorded any instances of sexual harassment complaints against any member of the institution during the academic year 2020-2021
2. To foster awareness and on-going sensitivity among students, the committee stressed the importance of disseminating information through all faculty channels.
3. The committee highlighted the importance of enhancing students' awareness regarding the amended rules aimed at preventing instances of women's harassment.
4. The committee emphasised the necessity of uploading details about the Internal Complaints Committee on the institution's website.
5. The Presiding officer extended gratitude to all members, and they collectively agreed that the committee will convene annually in later part of November or early part of December as a routine practice, or sooner if necessary in response to any complaints.
6. The meeting ended with vote of thanks offered by the convenor.

ICC Committee Members:

Sl. No	Name	ICC Designation	Phone No	Signature
1	Dr. D. C. Bhagabati	Chairman	9435103147	
2	Mrs. Mamani Devi	Convenor	8638705865	
3	Mr. Gopal Sarma	Member	9435109208	
4	Dr. Anima Baishya	Member	9864142748	
5	Dr. Jogesh Deka	Member	7635948621	
6	Ms. Geetali Das	Member	9613206552	
7	Dhunu Moni Baishya Girls' Common Room Secretary	Student Member	8822105256	

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ICC MINUTES OF THE MEETING

2022-2023

The meeting of the Internal Complaints Committee for the academic year 2022-2023 is held on 13/09/2022. All the members were present in the meeting. The meeting was presided over by the Chairman cum Principal. He welcomed all the members in the meeting.

1. The committee has not recorded any instances of sexual harassment complaints against any member of the institution.
2. To foster awareness and on-going sensitivity among students, the committee stressed the importance of disseminating information through all faculty channels.
3. The committee highlighted the importance of enhancing students' awareness regarding the amended rules aimed at preventing instances of women's harassment.
4. The committee emphasised the necessity of uploading details about the Internal Complaints Committee on the institution's website.
5. The Presiding officer extended gratitude to all members, and they collectively agreed that the committee will convene annually in later part of November or early part of December as a routine practice, or sooner if necessary in response to any complaints.
6. The meeting ended with vote of thanks offered by the convenor.

ICC Committee Members:

Sl. No	Name	ICC Designation	Phone No	Signature
1	Dr. D. C. Bhagabati	Chairman	9435103147	
2	. Ms Seema Dutta	Convenor	9435190028	
3	Mr. Gopal Sarma	Member	9435109208	Gopal Sarma.
4	Dr. Anima Baishya	Member	9864142748	
5	Dr. Jogesh Deka	Member	7635948621	
6	Ms. Geetali Das	Member	9613206552	
7	Ms. Chandana Das (Secretary, Girls' Common Room) Room) Girls' Common Room Secretary	Student Member	6001220897	

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ICC MINUTES OF THE MEETING (2023-2024)

The meeting of the Internal Complaints Committee for the academic year 2023-2024 is held on 30/09/2023. All the members were present in the meeting. The meeting was presided over by the Chairman cum Principal. He welcomed all the members in the meeting.

1. The committee has not recorded any instances of sexual harassment complaints against any member of the institution.
2. To foster awareness and on-going sensitivity among students, the committee stressed the importance of disseminating information through all faculty channels.
3. The committee highlighted the importance of enhancing students' awareness regarding the amended rules aimed at preventing instances of women's harassment.
4. The committee emphasised the necessity of uploading details about the Internal Complaints Committee on the institution's website.
5. The Presiding officer extended gratitude to all members, and they collectively agreed that the committee will convene annually in later part of November or early part of December as a routine practice, or sooner if necessary in response to any complaints.
6. The meeting ended with vote of thanks offered by the convenor.

ICC Committee Members:

Sl. No	Name	ICC Designation	Phone No	Signature
1	Dr. Nihar Ranjan Kalita	Presiding Officer/ Chairman	9101239008	
1	Ms Seema Dutta	Convenor	9435190028	
2	Ms Arpana Nath	Member	8638702036	
3	Ms. Bandana Deka	Member	8638939284	
4	Dr. Anima Baishya	Member	9864142748	
5	Ms. Geetali Das	Member	9613206552	
6	Dr. Jogesh Deka	Member	7635948621	
7	Mrs. Arunima Kalita	External Member from local NGO (SPEED)	7002805681	
8	Ms. Jayashree Kalita Secretary, Girls' Common Room)	Student member	8822078278	