



DUM DUM MOTIJHEEL RABINDRA MAHAVIDYALAYA

Regd. u/s 2(f) and 12B of the U.G.C. Act., NAAC Accredited

[Affiliated to West Bengal State University]

208/B/2, Dum Dum Road, Kolkata 700074

E-mail: ddmrm2020@gmail.com

ISO 9001:2015, ISO 14001:2015 and ISO 50001:2018 Certified Institution

Report of Internal Complaint Committee (ICC) (2018-2023)

Introduction: The Internal Complaint Committee (ICC) of Dum Dum Motijheel Rabindra Mahavidyalaya was established in February, 2019. It has been a cornerstone in fostering a supportive, respectful, and inclusive environment for all members of the college community over the past five years, encompassing the challenging period of the COVID-19 pandemic. Remarkably, no complaints were registered during this period, reflecting the effectiveness of the ICC's preventive measures and proactive approach.

Primary Goals:

- To develop a policy against sexual harassment of women at the Institute.
- To develop a mechanism for the prevention and redressal of sexual harassment cases and other acts of gender-based violence at the Institute.
- To maintain the commitment of the Institute to provide an environment free of gender-based discrimination.
- To create a secure physical and social environment to deter any act of sexual harassment.

According to The **Sexual Harassment of Women at The Workplace** (Prevention, Prohibition and Redressal) **Act 2013**, sexual harassment includes any one or more of the following unwelcome acts or behaviour (whether directly or by implication) namely:

- Any other unwelcome physical, verbal or non-verbal conduct of sexual nature
- Demand or request for sexual favours
- Making sexually coloured remarks
- Physical contact and advances
- Showing pornography

UGC Guidelines Regarding ICC:

The UGC has outlined comprehensive guidelines to establish and operate an ICC in educational institutions. These guidelines include:

- Formation:** The ICC should be formed in compliance with UGC recommendations, and it should comprise members with expertise in matters related to gender issues, legal matters, and social work.
- Transparency:** The ICC should function transparently, maintaining records of all complaints and actions taken.



Anjit Saha
Prof. (Dr.) ARIJIT SAHA
Principal & Secretary
Dum Dum Motijheel
Rabindra Mahavidyalaya



DUM DUM MOTIJHEEL RABINDRA MAHAVIDYALAYA

Regd. u/s 2(f) and 12B of the U.G.C. Act., NAAC Accredited

[Affiliated to West Bengal State University]

208/B/2, Dum Dum Road, Kolkata 700074

E-mail: ddmrm2020@gmail.com

ISO 9001:2015, ISO 14001:2015 and ISO 50001:2018 Certified Institution

- iii. **Autonomy:** It should have the autonomy to act independently and impartially in addressing complaints.

Functions:

- To develop a mechanism for registering complaints which should be safe, accessible, and sensitive.
- To take cognisance of complaints about sexual harassment, conduct enquiries, provide assistance and redressal to the victims, recommend disciplinary action or take immediate action against the harasser, if necessary.
- To follow-up action and monitor the same.
- To recommend the college authority to provide assistance to the complainant if she so chooses to file a complaint in relation to the offence under the Indian Penal Code or any other law for the time-being in force.
- To recommend the college authority to provide the medical intervention with the consent of the complainant or even without consent in such cases where the complainant is physically or mentally incapacitated to give her consent.
- To recommend the college authority to arrange for appropriate psychological, emotional, and physical support (in the form of counselling, security and other assistance) to the victim if she so desires.

Formation & Structure of the Committee:

(2018-2020)

S.No	Name	Designation
1.	Smt. Kalyani Banerjee Mukherjee	Presiding Officer
2.	Smt. Doyel Chatterjee	Faculty Member
3.	Dr. Sabitri Dutta	Faculty Member
4.	Smt. Swatilekha Halder	Faculty Member
5.	Dr. Sarmistha Roy Chowdhury	Faculty Member
6.	Smt. Sangita Bhattacharya	Faculty Member
7.	Dr. Sompita Das	Non-Teaching Member
8.	Smt. Debjani Roy	Non-Teaching Member
9.	Smt. Mita Ghosh	External Member



Anjit Saha
Prof. (Dr.) ARIJIT SAHA
Principal & Secretary
Dum Dum Motijheel
Rabindra Mahavidyalaya



DUM DUM MOTIJHEEL RABINDRA MAHAVIDYALAYA

Regd. u/s 2(f) and 12B of the U.G.C. Act., NAAC Accredited

[Affiliated to West Bengal State University]

208/B/2, Dum Dum Road, Kolkata 700074

E-mail: ddmrm2020@gmail.com

ISO 9001:2015, ISO 14001:2015 and ISO 50001:2018 Certified Institution

(2021-2023)

S.No	Name	Designation
10.	Smt. Kalyani Banerjee Mukherjee	Presiding Officer
11.	Smt. Doyel Chatterjee	Faculty Member
12.	Dr. Sabitri Dutta	Faculty Member
13.	Smt. Swatilekha Halder	Faculty Member
14.	Dr. Sarmistha Roy Chowdhury	Faculty Member
15.	Smt. Sangita Bhattacharya	Faculty Member
16.	Dr. Sompita Das	Non-Teaching Member
17.	Smt. Debjani Roy	Non-Teaching Member
18.	Smt. Mita Ghosh	External Member

Key Highlights:

1. Proactive Measures and Preventive Strategies:

- The ICC implemented proactive measures and preventive strategies to mitigate potential issues and foster a positive college climate.
- Awareness campaigns were conducted to educate students, faculty, and staff about the ICC's role, grievance procedures, and available support services.
- Banners and posters are displayed in the campus to aware the students and staff about the functioning of the Committee

2. Responsive Communication Channels:

- Various communication channels were established to facilitate the reporting of complaints and concerns in a confidential and supportive manner.

3. Pandemic Response:

- Throughout the COVID-19 pandemic, the ICC demonstrated adaptability and resilience by modifying its procedures and operations to accommodate remote work and learning arrangements.
- Virtual platforms were utilized for meetings and communication, ensuring continued accessibility and support for all members of the college community.

Conclusion: The past five years have been a testament to the ICC's commitment to upholding its mandate and fostering a positive college environment. The absence of registered complaints during this period underscores the effectiveness of the ICC's preventive measures and proactive initiatives. As we look towards the future, the ICC remains steadfast in its dedication to promoting a culture of respect, fairness, and inclusivity within the college community.



Anjit Saha
Prof. (Dr.) ARIJIT SAHA
Principal & Secretary
Dum Dum Motijheel
Rabindra Mahavidyalaya

Phone : 033-2560 9988
www.ddmrm.org



DUM DUM MOTIJHEEL RABINDRA MAHAVIDYALAYA

Regd. u/s 2(f) and 12B of the U.G.C. Act., NAAC Accredited

[Affiliated to West Bengal State University]

208/B/2, Dum Dum Road, Kolkata 700074

E-mail: ddmrm2020@gmail.com

ISO 9001:2015, ISO 14001:2015 and ISO 50001:2018 Certified Institution



Anjit Saha
Prof. (Dr.) ARIJIT SAHA
Principal & Secretary
Dum Dum Motijheel
Rabindra Mahavidyalaya