

Meeting no 1 (minutes) - Date - 9/12/21

1. According to the pre-planned orientation we aware our all students about the cell.
2. A poster is made with the contact no. of all the members of the cell, in case of any complaint is filed, the victim can call any one of us or directly contact to the principal.
3. All other members are agreed with this suggestion.
4. From the very first day of orientation till this date of meeting i.e at no of complaints filed is — 0 (zero)

Signatures: Injn- 9.12.21

Shampa Laha

9-12-21

Rebat Rajan Jha 9.12.21

Sana Khan. 9.12.21

Himadri Sarwan 09/12/2021

Principal

Panchthupi Haripada Gouribala College

Panchthupi Murshidabad

Internal Complaints Committee

Convenor

Panchthupi Haripada Gouribala College

Vill+P.O. Panchthupi, Dist- Murshidabad

Signatures

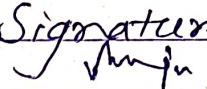
Resolutions

Resolution

Meeting no: 2 - Dated: 9/11/2022

1. According to the pre-planned orientation we will organize the 'Legal Services Day' on 9th Nov, 2022.
2. All members are agreed with this suggestion.
3. The programme will jointly organized by Internal Complaints Committee and IGAC.

Shamfulaha
9.11.22
Internal Complaints Committee
Convenor
Panchthupi Haripada Gouribala College
Villup.O. Panchthupi, Dist-Murshidabad

Principal
Panchthupi Haripada Gouribala College
Panchthupi, Murshidabad
Signature:  9.11.22

Rebati Ranjan s/o 9.11.22

Sana Khan 9.11.22

Mihir Kumar Mahto 9.11.22

Ahmedin Samud 09/11/2022

Complaint no-1
(during- 2022-23)

A complaint lodge by Internal Complaints Committee

Proof - Confession letters by father
(Mihir Dutta)

Student - Sumita Dutta
(3rd sem gen)
(30.11.22)

(Absent during History Class, later on
she was not available at the
college premises or her home)

Signature

Stampalaha

30.11.22

Internal Complaints Committee
Convenor
Panchitua Harpada Gourin.
Villu
Panchitua, Dist-Murshidabad

Rebut. Reason 30.11.22

Lama Khan. 30.11.22

Mihir Kumar Mandal 30/11/22

Himadri Sarkar 30/11/2022.

Resolution

Meeting no- 3

03/12/22

1. According to the pre-planned agenda of lodged complaint - we all agreed to take necessary steps.

2. All members are agreed with this.

3. An awareness programme should be organized on behalf of this complaint - (to avoid such risk in future)

signature

Shampa Laha - Convenor
3/12/22 Internal Complaints Committee
Convenor
Panchthupi Haripada Gouribala College
VIII+P.O. Panchthupi, Dist-Mu. Murshidabad

Mujir - 3/12/22

Principal
Panchthupi Haripada Gouribala College
Panchthupi, Murshidabad

Madan Sanwan 03/12/2022

Soma Sharm - 03/12/2022

Rebati Ranjan sgha 03/12/2022



the Ministry of Women and Child Development, India in 2013. The POSH Act has been enacted with the objective of preventing and protecting women against workplace sexual harassment and to ensure effective redressal of complaints of sexual harassment. The statute aims at providing every woman a safe, secure and dignified working environment free, from all forms of harassment.

Sexual harassment means any unwanted conduct with sexual undertones if it occurs or which is persistent and which demeans, humiliates or creates a hostile and intimidating environment or induces submission by actual or threatened adverse consequences and includes any one or more or all of the following unwelcome acts or behaviour (whether directly or by implication), namely –



3. Guidelines

It is mandatory on all employees/consultants to follow this policy and the guidelines formulated herein. Sexual Harassment at the work place will be deemed to be a violation/breach of terms of employment, and a criminal offence in addition to violation of gender equality guaranteed under the constitution.

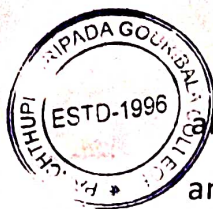
5. Definitions for reference:

Complainant: can be a person who has been subject to Sexual Harassment and / or any Person reporting an incident of Sexual Harassment. A third party can also be a Complainant, however, a written Complaint from the Person who has been subject to Sexual Harassment is mandatory to be filed with the ICC as the case may be.

Respondent: The person who is alleged/reported to have committed an act of Sexual Harassment.

6. Preventive Measures

- a. Workshops on Sensitization on Sexual Harassment of Women at Workplace
- b. At the end of every calendar year an annual report containing all the details like the number of complaints filed, the stage of each Complaint and the number of Complaints redressed will be prepared



and furnished by the respective employer, should be reported in the annual report.

- c. Sensitization programmes / workshops would be organized, meetings would be convened for all employees as well as special meetings to be conducted with only the women employees by the ICC on a regular basis in order to do the following:
 - a) To sensitize employees about their right to have safe and healthy work environment
 - b) To spread awareness about same either by way of publication, advertisement or by convening meetings
 - c) To discuss with women employees on general issues involving challenges faced by them at workplace, if any and workshops on various aspects of the Act
 - d) Increase awareness amongst employees and overcome the hesitation and discomfort in discussing issues involving Sexual Harassment at work place by convening meetings so that employees can come up in open and share their views and ideas;
 - e) The Committee would also assist Complainants if required to file a Complaint



- Any 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
- Body shaming

Anyone (or more than one) of the following circumstances, if it occurs or is present in relation or connected with any behaviour that has explicit or implicit sexual undertones-

- Implied or explicit promise of preferential treatment for sexual favours.
- Implied or explicit threat of detrimental treatment in the conduct of work.
- Implied or explicit threat about the present or future status of the person connected.
- Creating an intimidating offensive or hostile learning environment.



Humiliating treatment likely to affect the health, safety or dignity or physical integrity of the person concerned.

ANNUAL REPORT- INTERNAL COMPLAINT COMMITTEE (ICC) – 2021-2023

The Institute has constituted an Internal Complaints Committee (ICC) for Gender Sensitization and Complaints against Sexual Harassment. The committee shall address discriminatory behaviour including Sexual Harassment that they observe or of which they become aware of. The committee will also advise remedial actions including punishment to the offender. Committee composition consists of representatives from faculty, staff, students and external NGO representative.

The ICC comprises of the following members:

RECENT YEAR ICC members.

- ❖ **Convener** – Shampa Laha (Assistant Professor, Bengali)
- ❖ Dr Soma Mukhopadhyay (Principal)
- ❖ Dr Soma Thakur (Associate Professor, Philosophy)
- ❖ Mr. Rebati Ranjan Ojha (Assistant Professor, History)
- ❖ Mr. Himadri Sarkar (Head Clerk)
- ❖ Mr. Sambit Sinha (Member CINI)

- ❖ Arina Ghosh (ex- student)
- ❖ Tista Thakur (ex-student)

- ❖ Latika Hazra (student representative)
- ❖ Annwesha Rooj (student representative)



Details of the meetings of the committees held are as follows:

The FIRST meeting of ICC was held on 9TH December 2021

Points discussed

1. Convenor welcomed the members and briefed them about the background, composition, scope and objectives of the committee.
2. Convenor read out and discussed the important clauses relevant for the Institute.
3. The second meeting of ICC was held on 4th November 2022
4. A poster will be made on behalf of that

**Internal Complaints Committee
Panchthupi Haripada Gouribala
College**

**In case of any harassment
please contact to the
following cell members or
contact directly to the
Principal at our College
Premises**

Shampa Laha (Convenor)
Ph- 9475348858
Dr Soma Mukherjee (Principal)
Ph-8436417454
Dr. Soma Thakur- Ph- 9932612280
Rebati Ranjan Ojha- Ph- 7047999392
Himadri Sarkar- Ph- 9647830274



Shampa Laha
4-11-22

Internal Complaints Committee
Internal Complaints Committee
Convenor
Panchthupi Haripada Gouribala College
Vill+PO. Panchthupi, Dist-Murshidabad



Points discussed

- a. Probably organising Observance of 'Legal Services Day' jointly with IQAC on 9th November 2022

**Report of the
Programme Observance of
Legal Services Day-
09/11/2022**

☒ College Theme Song

☒ LECTURE BY PRINCIPAL

☒ LECTURE BY EMINENT SPEAKERS

SPEAKERS

- SUKLA BANERJEE & PRASENJIT BANERJEE (ADVOCATE DLSA)
- SUBRATA CHOSH (ADDL DISTRICT JUDGE DLSA)

Theme song performed by
Dr. Sonja Thakur
Subir Chanda
Pampi Siddhanta
Bult Das

Jointly organized by Panchthupi Haripada Gouribala College INTERNAL COMPLAINTS COMMITTEE & IQAC IN COLLABORATION WITH DISTRICT LEGAL SERVICES AUTHORITY, MURSHIDABAD

COMPLAINTS

1. One complaint lodged on 30/11/22

On behalf of that a necessary meeting was held on 03/12/22 with all the members of the cell.

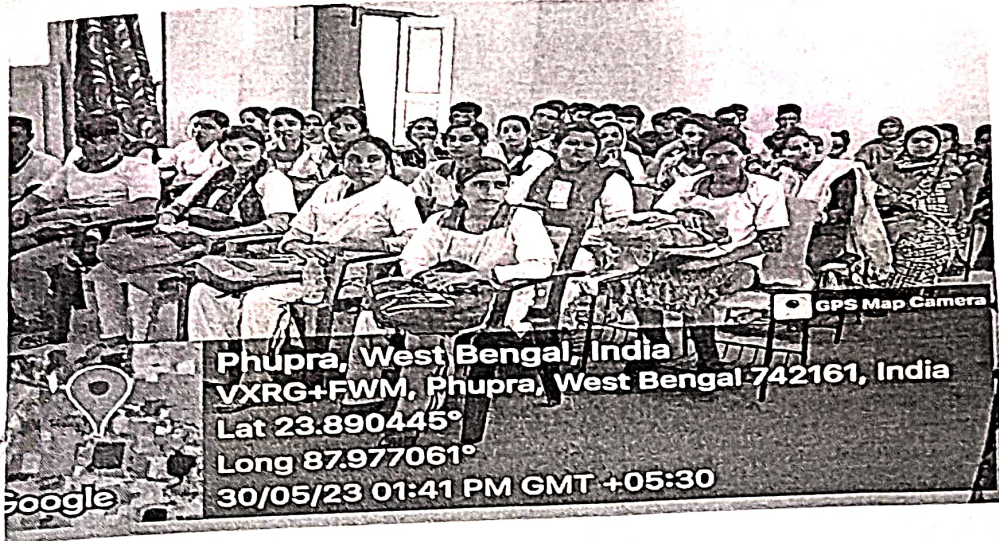
Shampa Laha
3.12.22

**Internal Complaints Committee
Convener**
Panchthupi Haripada Gouribala College
Murshidabad, Dist. Murshidabad



PERSONALITY DEVELOPMENT PROGRAMME

Popularity of vocational education & training



RESULT – Nari Alor Pathayatri Seminar- Eminent & Invited speaker Smt Khadija Banu Madam from Begum Rokeya Nari Unnayan Samiti proposed to start a short term course on Work Education for female students to help them in their future job prospects.

Shampa Laha
3-12-22
Internal Complaints Committee
Convenor
Panchthupi Haripada Gouribala College
Vill+P.O. Panchthupi, Dist. Murshidabad