



# New Satara College of Engineering and Management (Polytechnic) Korti, Pandharpur

**Approved by AICTE & Affiliated MSBTE**

MSBTE Institute code: I523, DTE Institute code: D-6725

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Ref. No. NSCOEM(P)/645/B/ICC/July/24.

DATE: 30/07/2024.

## OFFICE ORDER

### Internal Complaint Committee (ICC)/Women's Grievance Cell 2024-2025

New Satara College of Engineering & Management (Polytechnic), Korti is committed to providing safe academic and working environment to all girl students and its women employees. As per the guidelines of the Hon'ble Supreme Court, UGC, Sexual Harrassment of Women at workplace (prevention, prohibition & Redressal) Act 2013, an Internal Complaints Committee has been established by the Institute as follows:

Sr. No	Name and Address of the Member	Status	Designation	Gender	Cell Number
1	Mr. Vikram H.Londhe	Principal	President	Male	9975763843
2	Mr.Balasaheb B. Nanaware	HOD General Science	Member	Male	7720031815
3	Miss.Ashwini D. Swami	Lect in Computer	Member	Female	8668273890
4	Miss Apurva S.Sutar	HOD-E&TC	Member	Female	7620764264
5	Mrs. Archana N. Paricharak	Sr.Clerk	Member	Female	8411891499
6	Miss.Akanksha A. Kambale	Rector	Member	Female	9021136219
7	Miss.Shruti S. Mahadik (IF-TY)	Student	Student Member	Female	-----
8	Miss.Shubhangi.M.Jadhav (E&TC-TY)	Student	Student Member	Female	9975609295
9	Miss.Dipali N.Bagal (Civil-TY)	Student	Student Member	Female	9960653852
10	Miss.Pooja S.Chavan.(Comp-TY)	Student	Student Member	Female	9579231988

#### Role & responsibilities:-

- The ICC is the designated body to receive complaints of sexual harassment, gender-based violence, and discrimination. Employees are encouraged to report any inappropriate behavior in a safe, confidential manner.

- The committee is responsible for **investigating** the complaint thoroughly and fairly. It must examine all evidence, interview the complainant and the accused, and make an impartial determination. The committee is also responsible for ensuring that both parties have the right to be heard during the inquiry.

- It is the responsibility of the committee to maintain confidentiality throughout the process, ensuring that the identities of both the complainant and the accused, as well as the details of the complaint, are not disclosed to unauthorized parties.

- The ICC can recommend temporary relief measures to ensure the complainant's safety and dignity during the investigation. These could include changes in work assignments, leaves of absence, or other actions to protect the complainant from further harm or harassment.

- The committee must ensure that complaints are resolved within a stipulated time frame, usually 3 months (as per Indian law, although it may vary), and that the complainant is kept informed throughout the process.

- The ICC ensures that the workplace is free from any form of **harassment**, including sexual harassment, gender discrimination, and other forms of inappropriate behavior. It provides a mechanism for employees, especially women, to voice concerns and complaints regarding harassment.

- The committee plays a crucial role in addressing and resolving complaints related to harassment or any gender-based issues by offering a formal process of investigation, redressal, and action.

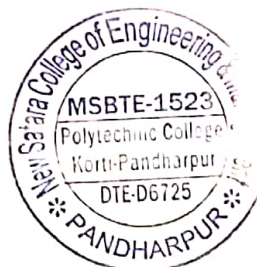
- ICCs also have the responsibility of promoting gender equality and preventing any practices that undermine the dignity of women or other marginalized groups within the organization.

- A key aspect of the ICC is to raise awareness about gender sensitivity, the rights of employees, and organizational policies related to harassment through regular workshops, training, and awareness programs.

All concerned are hereby informed to note the above and act accordingly

C.C.:-

1. All the member of committee
2. College Notice Board
3. Boy's and Girl's hostel notice board
3. Website
4. Office Copy



Vikram H. Londhe  
Principal  
New Satara College of  
Engineering & Management (Poly.)  
Korti, Pandharpur.