


**INTERNAL COMPLAINTS COMMITTEE  
(ICC)**

**REPORT FROM 2019-20 TO 2022-23**



**LAXMINARAYAN COLLEGE, JHARSUGUDA**



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OFFICE OF THE PRINCIPAL  
**LAXMINARAYAN COLLEGE**

**JHARSUGUDA,**  
(NAAC ACCREDITED)  
PO-K.M.ROAD, JHARSUGUDA-2  
ODISHA, 768202  
Estd :- 1969  
Email - [lncollege.js@gmail.com](mailto:lncollege.js@gmail.com)


☎06645-270044 (O)  
06645-270325 (FAX)  
9040124142(M)

No. ....1580..... / LNC

Date.. 31.07.24

**Declaration**

I declare that the following Reports of the Internal Complaints Committee (ICC) are correct and true to my knowledge.

  
Principal  
L. N. College, Jharsuguda  
Laxminarayan College  
JHARSUGUDA



OFFICE OF THE PRINCIPAL

# LAXMINARAYAN COLLEGE

**JHARSUGUDA,**  
(NAAC ACCREDITED WITH 'C' GRADE)  
PO-K.M.ROAD, JHARSUGUDA-2  
ODISHA, 768202  
Estd :-1969  
E-mail ID- lncollege.js@gmail.com

Despatch (for official use only)			
Government of Odisha			
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06645-270044 (O)  
06645-270325 (FAX)  
9437083161(M)

No. 465

## OFFICE ORDER

Date 4/5/2019

As per Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Education Institutions) Regulations, 2015, Laxminarayan College, Jharsuguda has had a Sexual Harassment Prevention Cell and a Women Development and Gender Sensitisation Cell. Along with this the **Internal Complaints Committee (ICC)** of the College is hereby constituted for a period of two years with the following members to deal with complaints relating to Sexual harassment in the institution.

The **Internal Complaints Committee (ICC)** of the College comprises of the following members:

1.	Presiding Officer	Mrs. Smita Bose, Reader in Chemistry	Chairperson
2.	Faculty members	Mrs. Swarnamayee Purohit, Reader in English Mrs. Puja Sah, Lecturer in Commerce	Members
3.	Non-teaching employee	Mr. Ashok Kumar Pradhan, Accountant Mrs. Jharana Patel, Librarian	Members
4.	Member from NGO or a person familiar with sexual harassment issues	Ms. Sadhana Samantray, Senior Advocate, Jharsuguda	Member
5.	Student nominees	Ms. Kathika Naskar, +3 2nd Yr Arts Mr. G. Sudarshan, +3 1st Yr Commerce	Members

Memo No. 766 /Date. 4/5/2019

  
Principal  
L. N. College, Jharsuguda  
Laxminarayan College  
JHARSUGUDA

Copy forwarded to the Administrative Bursar/Staff Guard file/Persons concerned/Coordinator, IQAC/Head Clerk for information.

  
Principal  
L. N. College, Jharsuguda  
Laxminarayan College  
JHARSUGUDA



# LAXMINARAYAN COLLEGE, JHARSUGUDA

## Internal Complaints Committee (ICC)

### REPORT 2019-20

Internal complaint committee is a committee that receives complaints on sexual harassment at the workplace from an aggrieved women (student or staff member), as well as inquire into and the recommendation to the employer on the action required pursuant to its inquiry of such complaint made.

Laxminarayan College, Jharsuguda has zero tolerance against disrespect and exploitation of women. The present Internal Complaint Committee was established for a period of two years as per the provisions of “The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013”.

The **Internal Complaints Committee (ICC)** of the College comprises of the following members for a period of two years:

1	Presiding Officer	Mrs. Smita Bose, Reader in Chemistry	Chairperson
2	Faculty members	Mrs. Swarnamayee Purohit, Reader in English Mrs. Puja Sah, Lecturer in Commerce	Members
3	Non-teaching employee	Mr. Ashok Kumar Pradhan, Accountant Mrs. Jharana Patel, Librarian	Members
4	Member from NGO or a person familiar with sexual harassment issues	Ms. Sadhana Samantray, Senior Advocate, Jharsuguda	Member
5	Student nominees	Ms. Kathika Naskar, +3 2nd Yr Arts Mr. G. Sudarshan, +3 1st Yr Commerce	Members

### Objective:

- To create a secure physical and social environment for women.
- To develop guidelines against women harassment.

- To organize women sensitization awareness program.
- To provide a safe environment that is free from sexual harassment.
- To promote social and psychological environment that will raise awareness about sexual harassment.
- Recommend appropriate punitive action against the guilty.
- Prevention of discrimination and sexual harassment against women.

**Function of the Committee:**

- To create and ensure a safe work environment that is free of sexual harassment especially for girls and women.
- To take note of complaints of sexual harassment of women employed, to conduct enquires and to provide assistance.
- To recommend to the concerned authorities, follow-up action and to monitor the same.
- To maintain an atmosphere of equality and gender justice.

**If someone is harassed, one will complain in writing to IIC.** The complaint will be kept **confidential**.

**Inquiry process:**

- The inquiry shall be completed within a period of 90 days from the date of the complaint.
- The ICC shall provide a report of its findings to the Principal within a period of 10 days from the date of completion of the inquiry and such report shall be made available to the concerned parties.
- If the allegation against the respondent has been proved, the ICC shall recommend punitive action(s) to be taken against the respondent.
- The Principal shall act upon the recommendation within 60 days of receiving it.

**Notice:**

All female faculty members, non-teaching staff and students must bear in mind that such complaints are of an extremely serious nature and should, on no account, be

made in a frivolous manner. This platform should not be misused to settle personal issues, or for any other reasons.

References:

- The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013
- UGC (Prevention, Prohibition and Redressal of Sexual harassment of women employees and students in higher educational institutions) Regulations, 2015
- Handbook on Sexual Harassment of Women at Workplace, 2015

### **Minutes of the meeting held on dt.15.07.2019**

A virtual meeting of Internal Complaints Committee of the college was held on dt. **15.07.2019** at 3.20pm in the IQAC Chamber in the presence of the following members of the committee. Dr. Chirabrata Dutta, Principal presided over the meeting.

Dr. Chirabrata Dutta, Principal

Mrs. Smita Bose, Reader in Chemistry

Mrs. Swarnamayee Purohit, Reader in English

Mrs. Puja Sah, Lecturer in Commerce

Mrs. Jharana Patel, Librarian

Ms. Sadhana Samantray, Senior Advocate, Jharsuguda

Ms. Kathika Naskar, +3 2nd Yr Arts

Mr. G. Sudarshan, +3 1st Yr Commerce

Dr. Chirabrata Dutta, Principal presided over the meeting. Mrs. Smita Bose, the Presiding officer presented the agenda and resolutions were made. The following resolutions were taken.

- Notice will be given to the students to drop their complaints in the drop box of ICC.
- All complaints will be dealt with confidentially.

- Only matters pertaining to sexual harassment and/or discrimination of staff and students will be under the jurisdiction of ICC.
- Other conflicts and grievances if any should be submitted to the respective Grievance Redressal Cells (either for Staff or Students) or to the Discipline Committee.
- Though no such cases were found till date the committee should always remain alert.

The meeting ended with a vote of thanks by the presiding officer.

### **Minutes of the meeting held on dt.23.02.2020**

A virtual meeting of Internal Complaints Committee of the college was held on dt. **23.02.2020** at 3.20pm in the Principal's Chamber in the presence of the following members of the committee. Dr. Chirabrata Dutta, Principal presided over the meeting.

Dr. Chirabrata Dutta, Principal

Mrs. Smita Bose, Reader in Chemistry

Mrs. Swarnamayee Purohit, Reader in English

Mrs. Puja Sah, Lecturer in Commerce

Mrs. Jharana Patel, Librarian

Ms. Sadhana Samantray, Senior Advocate, Jharsuguda

Ms. Kathika Naskar, +3 2nd Yr Arts

Mr. G. Sudarshan, +3 1st Yr Commerce

Dr. Chirabrata Dutta, Principal presided over the meeting. Mrs. Smita Bose, the Presiding officer presented the agenda and resolutions were made. The following resolutions were taken.

- The committee will invite some legal advisors to provide counselling to the students

- College should have collaborations with the NGOs to organize gender sensitization programmes.
- Banners should be displayed with the helpline numbers.


### **ACTION TAKEN REPORT**

#### **AWARENESS ACTIVITIES/PROGRAMMES ON THE PREVENTION OF SEXUAL HARASSMENT 2019-20**

- For this session 2019-20, Mrs. Smita Bose, Reader in Chemistry, was appointed as the Presiding Officer of this committee.
- The committee ensured that there was proper guidance to the students and no sexual harassment cases were found in the campus.
- The Complaint Box were checked regularly, but no case was found.
- The prominent NGOs like SEHADA, EI TA JIVAN BHI were collaborated for gender sensitization programmes.

Smita Bose.

**Presiding Officer**

  
Principal  
Laxminarayan College  
Jharsuguda





# LAXMINARAYAN COLLEGE, JHARSUGUDA

## Internal Complaints Committee (ICC)

### REPORT 2020-21

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Laxminarayan College, Jharsuguda has zero tolerance against disrespect and exploitation of women. The present Internal Complaint Committee was established for a period of two years as per the provisions of “The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013”.

The **Internal Complaints Committee (ICC)** of the College comprises of the following members:

1	Presiding Officer	Mrs. Smita Bose, Reader in Chemistry	Chairperson
2	Faculty members	Dr. Swarnamayee Purohit, Reader in English Mrs. Puja Sah, Lecturer in Commerce	Members
3	Non-teaching employee	Mr. Ashok Kumar Pradhan, Accountant Mrs. Jharana Patel, Librarian	Members
4	Member from NGO or a person familiar with sexual harassment issues	Ms. Sadhana Samantray, Senior Advocate, Jharsuguda	Member
5	Student nominees	Ms. Kathika Naskar, +3 2nd Yr Arts Mr. G. Sudarshan, +3 1st Yr Commerce	Members

### Objective:

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- To develop guidelines against women harassment.
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- To provide a safe environment that is free from sexual harassment.

- To promote social and psychological environment that will raise awareness about sexual harassment.
- Recommend appropriate punitive action against the guilty.
- Prevention of discrimination and sexual harassment against women.

### **Function of the Committee:**

- To create and ensure a safe work environment that is free of sexual harassment especially for girls and women.
- To take note of complaints of sexual harassment of women employed, to conduct enquires and to provide assistance.
- To recommend to the concerned authorities, follow-up action and to monitor the same.
- To maintain an atmosphere of equality and gender justice.

**If someone is harassed, one will complain in writing to IIC or put the grievance in the complaint box. The complaint will be kept confidential.**

### **Inquiry process:**

- The inquiry shall be completed within a period of 90 days from the date of the complaint.
- The ICC shall provide a report of its findings to the Principal within a period of 10 days from the date of completion of the inquiry and such report shall be made available to the concerned parties.
- If the allegation against the respondent has been proved, the ICC shall recommend punitive action(s) to be taken against the respondent.
- The Principal shall act upon the recommendation within 60 days of receiving it.

### **Notice:**

All female faculty members, non-teaching staff and students must bear in mind that such complaints are of an extremely serious nature and should, on no account, be made in a frivolous manner. This platform should not be misused to settle personal issues, or for any other reasons.

## References:

- The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013
- UGC (Prevention, Prohibition and Redressal of Sexual harassment of women employees and students in higher educational institutions) Regulations, 2015
- Handbook on Sexual Harassment of Women at Workplace, 2015

## **Minutes of the meeting held on dt.05.09.2020**

### **& Action Taken Report**

A virtual meeting of Internal Complaints Committee of the college was held on dt.05.09.2021 at 2.30pm in the IQAC Chamber in the presence of the following members of the committee. Prof. Purna Chandra Pradhan, Principal presided over the meeting.

Prof. Purna Chandra Pradhan, Principal

Mrs. Smita Bose, Reader in Chemistry

Dr. Swarnamayee Purohit, Reader in English

Mrs. Puja Sah, Lecturer in Commerce

Mr. Ashok Kumar Pradhan, Accountant

Mrs. Jharana Patel, Librarian

Ms. Sadhana Samantray, Senior Advocate, Jharsuguda

Ms. Kathika Naskar, +3 2nd Yr Arts

Mr. G. Sudarshan, +3 1st Yr Commerce

Prof. Purna Chandra Pradhan, Principal presided over the meeting. Mrs. Smita Bose, the Presiding officer presented the agenda and resolutions were made. The following guidelines of the committee were discussed.

- Notice will be given to the students to drop their complaints in the drop box of ICC.
- All complaints will be dealt with confidentially.
- Only matters pertaining to sexual harassment and/or discrimination of staff and students will be under the jurisdiction of ICC.

- Other conflicts and grievances if any should be submitted to the respective Grievance Redressal Cells (either for Staff or Students) or to the Discipline Committee.

1. Reading and confirmation of the minutes of the previous meeting

The minutes of the previous meeting was read and confirmed

2. Review of the activities of the ICC for the previous session

It was found that the ICC has arranged awareness programmes for students. During the lockdown period as the students didn't come to college no activities were held

3. Review on pending cases of Sexual Harrassment

It was found that no such cases were found.

The meeting ended with a vote of thanks by the presiding officer.

### **ACTION TAKEN REPORT**


#### **AWARENESS ACTIVITIES/PROGRAMMES ON THE PREVENTION OF SEXUAL HARASSMENT**

**2020-21**

- For this session 2020-21, Mrs. Smita Bose, Reader in Chemistry, was appointed as the Presiding Officer of this committee.
- The committee ensured that there was no sexual harassment on campus.
- The committee took initiatives and collaborated with other cells of the college to organize the programmes.
- The Complaint Box has been checked regularly, but no case was found.
- Ms. Sadhana Samantray, Senior Advocate, Jharsuguda, the honourable external member addresses the students on the National Girl Child day.
- A NCW sponsored National Seminar was held in the month of February

Smita Bose.

**Presiding Officer**

  
Principal  
Laxminarayan College  
JHARSUGUDA



**Signature of the Principal**



OFFICE OF THE PRINCIPAL

## LAXMINARAYAN COLLEGE

**JHARSUGUDA,**  
(NAAC ACCREDITED WITH 'C' GRADE)  
PO-K.M.ROAD, JHARSUGUDA-2  
ODISHA, 768202  
Estd :-1969  
E-mail ID- lncollege.js@gmail.com

Dangachy			
W/B	No.	Yes	No
Y/B	Mat	SRM	Local
IP	SP	GP	GM

06645-270044 (O)  
06645-270325 (FAX)  
9861274711(M)

No. 728

### OFFICE ORDER

Date 02.07.2021

The Internal Complaints Committee (ICC) of the College is hereby reconstituted for a period of two years with the following members to deal with complaints relating to Sexual harassment in the college.

The Internal Complaints Committee (ICC) of the College comprises of the following members:

1.	Presiding Officer	Mrs. Purnima Mayee Dash, Reader in English	Chairperson
2.	Faculty members	Mrs. Nima Panigrahi, Lecturer in Zoology Ms. Rashmi Rekha Behera, Lecturer in Physics	Members
3.	Non-teaching employee	Ms. Rashmi Priya Kalo, Demonstrator, Botany Mr. Ranjit Tirkey, Junior Clerk	Members
4.	Member from NGO or a person familiar with sexual harassment issues	Mrs. Anandini Padhee, Director, SEHADA, Jharsuguda	Member
5.	Student nominees	Ms. Reeta Sa, +3 2nd Yr Science Mr. SV Vivekanand, +3 2nd Yr Arts	Members

*[Signature]*  
Principal  
L. N. College, Jharsuguda  
Laxminarayan College  
JHARSUGUDA

Memo No. 729 /Date. 02/07/2021

Copy forwarded to the Administrative Bursar/Staff Guard file/Persons concerned/Coordinator, IQAC/Head Clerk for information.

*[Signature]*  
Principal  
L. N. College, Jharsuguda  
Laxminarayan College  
JHARSUGUDA



## LAXMINARAYAN COLLEGE, JHARSUGUDA

### Internal Complaints Committee (ICC)

#### REPORT 2021-22

The **Internal Complaints Committee (ICC) 2021-23** of the College is constituted for a period of two years with the following members to deal with complaints relating to Sexual harassment in the college. As per Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Education Institutions) Regulations, 2015, Laxminarayan College, Jharsuguda has had a Sexual Harassment Prevention Cell and a Women Development and Sensitisation Cell. The ICC is a part of that.

The ICC of the College comprises of the following members:

1.	Presiding Officer	Mrs. Purnima Mayee Dash, Reader in English	Chairperson
2.	Faculty members	Mrs. Nima Panigrahi, Lecturer in Zoology Ms. Rashmi Rekha Behera, Lecturer in Physics	Members
3.	Non-teaching employee	Ms. Rashmi Priya Kalo, Demonstrator, Botany Mr. Ranjit Tirkey, Junior Clerk	Members
4.	Member from NGO or a person familiar with sexual harassment issues	Mrs. Anandini Padhee, Director, SEHADA, Jharsuguda	Member
5.	Student nominees	Ms. Reeta Sa, +3 2nd Yr Science Mr. SV Vivekanand, +3 2nd Yr Arts	Members

## Objectives

1. To prevent and address incidents of sexual harassment within the college.
2. To create an environment where individuals feel safe to report incidents of sexual harassment without fear of victimization.
3. To ensure compliance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013.
4. To promote gender equality, dignity, and respect for all members of the college community.
5. To provide support and assistance to victims of sexual harassment.

The ICC shall comply with the procedure prescribed in the aforementioned UGC Regulations 2015 and the Sexual Harassment Act for inquiring into the complaint in a time bound manner.

If the ICC concludes that the allegations made were false or malicious, or the complaint was made knowing it to be untrue or forged, or misleading information has been provided during the inquiry, the complainant shall be liable to be punished as per the relevant provision of the aforementioned UGC Regulations 2015.

### **Beneficiary:**

Any female member (faculty member, student or non-teaching staff member) of Laxminarayan College, Jharsuguda can seek redressal from the ICC.

### **Definition of Sexual Harassment:**

"Sexual harassment" includes any unwelcome sexually inclined behaviour, whether directly or indirectly, such as:

- a) Physical contact and advances
- b) A demand or request for sexual favours
- c) Making sexually coloured remarks (including jokes)
- d) Showing pornography (books, photographs, paintings, films, pamphlets, packages, etc. containing 'indecent representation of women')
- e) Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

Under the Act, the following also count as sexual harassment:

- a) Implied or explicit promise of preferential treatment in her employment.
- b) Implied or explicit threat of detrimental treatment in her employment
- c) Implied or explicit threat about her present or future employment status
- d) Interference with her work or creating an intimidating or offensive work environment for her
- e) Humiliating treatment likely to affect her health or safety.

**Possible actions against the accused if found guilty:**

Depending upon the severity of the case, punitive action may take any of the following forms

- Warning
- Written apology
- Undertaking/Bond of good behaviour
- Adverse remark in the Confidential Report
- Stopping of increments/promotion
- Suspension
- Dismissal
- Any other relevant actions

**If someone is harassed, one will complain in writing to IIC.** The complaint will be kept **confidential**.

**Inquiry process:**

- The inquiry shall be completed within a period of 90 days from the date of the complaint.
- The ICC shall provide a report of its findings to the Principal within a period of 10 days from the date of completion of the inquiry and such report shall be made available to the concerned parties.
- If the allegation against the respondent has been proved, the ICC shall recommend punitive action(s) to be taken against the respondent.
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**Notice:**

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- Handbook on Sexual Harassment of Women at Workplace, 2015

### **Minutes of the meeting held on dt.05.09.2021 & Action Taken Report**

A meeting of Internal Complaints Committee of the college was held on dt.05.09.2021 at 2.30pm in the IQAC Chamber in the presence of the following members of the committee. Prof. Narendra Kumar Panda, Principal presided over the meeting.

Prof. Bibhuti Bhusan Dash, Principal	-Sd/-
Mrs. Purnima Mayee Dash, Reader in English, Presiding officer	- Sd/-
Mrs. Nima Panigrahi, Lecturer in Zoology	-Sd/-
Ms. Rashmi Rekha Behera, Lecturer in Physics	-Sd/-
Ms. Rashmi Priya Kalo, Demonstrator, Botany	-Sd/-
Mr. Ranjit Tirkey, Junior Clerk	-Sd/-
Mrs. Anandini Padhee, Director, SEHADA, Jharsuguda,(NGO member)	-Sd/-
Ms. Reeta Sa, +3 2nd Yr Science, student representative	-Sd/-
Mr. SV Vivekanand, +3 2nd Yr Arts, student representative	-Sd/-

Lt. Bibhuti Bhusan Dash, Principal welcomed the committee members. Mrs. Purnima Mayee Dash, the Presiding officer presented the agenda and resolutions were made.

1. Reading and confirmation of the minutes of the previous meeting

The minutes of the previous meeting was read and confirmed

2. Review of the activities of the Sexual Harrassment Prevention Cell for the previous session

It was found that the Sexual Harrassment Prevention Cell arranged a few online sessions to create awareness among students

3. Review on pending cases of Sexual Harrassment

It was found that no such cases were found.

A pledge was taken by the members of the committee to create a healthy environment in the college.

The meeting ended with a vote of thanks by the presiding officer.

### **Minutes of the meeting held on dt. 15.03.2022**

A meeting of Internal Complaints Committee of the college was held on dt.15.03.2022\_at 03.15pm in the Staff Common Room in the presence of the following members of the committee.

Mrs. Purnima Mayee Dash, Reader in English, Presiding officer - Sd/-

Mrs. Nima Panigrahi, Lecturer in Zoology -Sd/-

Ms. Rashmi Rekha Behera, Lecturer in Physics -Sd/-

Mr. Ranjit Tirkey, Junior Clerk -Sd/-

Mrs. Anandini Padhee, Director, SEHADA, Jharsuguda,(NGO member) -Sd/-

Mr. SV Vivekanand, +3 2nd Yr Arts, student representative -Sd/-

Mrs. Purnima Mayee Dash, the Presiding officer chaired the session and presented the agenda. Following resolutions were taken after discussion.

1. Reading and confirmation of the minutes of the previous meeting

The minutes of the previous meeting was read and confirmed

2. One case of sexual harassment was resolved

One complaint was lodged on 23rd November 2021 and it was solved on 30th November 2021. Strict warning was given to the student involved followed by a counselling session. A detailed report was submitted to the competent authority.

4. Discussion on the organisation of essay and Quiz competitions relating to Sexual Harassment prevention and safety of women

The Department of Superintendent of Police, Jharsuguda organized competitions and distributed the prizes.

The meeting ended with a vote of thanks by the presiding officer.

### **ACTION TAKEN REPORT**

#### **AWARENESS ACTIVITIES/PROGRAMMES ON THE PREVENTION OF SEXUAL HARASSMENT** **2021-22**

- For this session 2021-22, Mrs. Purnima Mayee Dash, Reader in English, was appointed as the Presiding Officer of this committee.
- The committee ensured that there was no sexual harassment on campus.
- The committee resolved one case and submitted a detailed report of to the IQAC
- The committee took initiatives and collaborated with other cells of the college to organize the programmes.

*Purnima Mayee Dash*

**Signature of the Presiding Officer**

*AG...*

**Signature of the Principal**

*Smishna*  
Principal  
Laxminarayan College  
JHARSUGUDA



# LAXMINARAYAN COLLEGE, JHARSUGUDA

## Internal Complaints Committee (ICC)

### REPORT 2022-23

As per Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Education Institutions) Regulations, 2015, Laxminarayan College, Jharsuguda has had a Sexual Harassment Prevention Cell and a Women Development and Sensitisation Cell. The **Internal Complaints Committee (ICC) 2021-23** of the College is constituted for a period of two years with the following members to deal with complaints relating to Sexual harassment in the college.

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1. To prevent and address incidents of sexual harassment within the college.
2. To create an environment where individuals feel safe to report incidents of sexual harassment without fear of victimization.
3. To ensure compliance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013.
4. To promote gender equality, dignity, and respect for all members of the college community.
5. To provide support and assistance to victims of sexual harassment.

The ICC shall comply with the procedure prescribed in the aforementioned UGC Regulations 2015 and the Sexual Harassment Act for inquiring into the complaint in a time bound manner.

If the ICC concludes that the allegations made were false or malicious, or the complaint was made knowing it to be untrue or forged, or misleading information has been provided during the inquiry, the complainant shall be liable to be punished as per the relevant provision of the aforementioned UGC Regulations 2015.

### **Beneficiary:**

Any female member (faculty member, student or non-teaching staff member) of Laxminarayan College, Jharsuguda can seek redressal from the ICC.

### **Definition of Sexual Harassment:**

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- Written apology
- Undertaking/Bond of good behaviour
- Adverse remark in the Confidential Report
- Stopping of increments/promotion
- Suspension
- Dismissal
- Any other relevant actions

**If someone is harassed, one will complain in writing to IIC.** The complaint will be kept **confidential**.

### **Inquiry process:**

- The inquiry shall be completed within a period of 90 days from the date of the complaint.
- The ICC shall provide a report of its findings to the Principal within a period of 10 days from the date of completion of the inquiry and such report shall be made available to the concerned parties.
- If the allegation against the respondent has been proved, the ICC shall recommend punitive action(s) to be taken against the respondent.
- The Principal shall act upon the recommendation within 60 days of receiving it.

### **Notice:**

All female faculty members, non-teaching staff and students must bear in mind that such complaints are of an extremely serious nature and should, on no account, be

made in a frivolous manner. This platform should not be misused to settle personal issues, or for any other reasons.

References:

- The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013
- UGC (Prevention, Prohibition and Redressal of Sexual harassment of women employees and students in higher educational institutions) Regulations, 2015
- Handbook on Sexual Harassment of Women at Workplace, 2015

### **Minutes of the meeting held on dt.11.08.2022 & Action Taken Report**

A meeting of Internal Complaints Committee of the college was held on dt.11.08.2022 at 2.30pm in the IQAC Chamber in the presence of the following members of the committee. Prof. Narendra Kumar Panda, Principal presided over the meeting.

Prof. Narendra Kumar Panda, Principal	-Sd/-
Mrs. Purnima Mayee Dash, Reader in English, Presiding officer	- Sd/-
Mrs. Nima Panigrahi, Lecturer in Zoology	-Sd/-
Ms. Rashmi Rekha Behera, Lecturer in Physics	-Sd/-
Ms. Rashmi Priya Kalo, Demonstrator, Botany	-Sd/-
Mr. Ranjit Tirkey, Junior Clerk	-Sd/-
Mrs. Anandini Padhee, Director, SEHADA, Jharsuguda,(NGO member)	-Sd/-
Ms. Reeta Sa, +3 2nd Yr Science, student representative	-Sd/-
Mr. SV Vivekanand, +3 2nd Yr Arts, student representative	-Sd/-

Prof. Narendra Kumar Panda, Principal welcomed the committee members. Mrs. Purnima Mayee Dash, the Presiding officer presented the agenda and resolutions were made.

1. Reading and confirmation of the minutes of the previous meeting

The minutes of the previous meeting was read and confirmed

2. Review of the activities of the Women Development Cell and Sexual Harrassment Prevention Cell

It was found that that there were no cases relating to sexual harassment in the college during the last academic year. The Women Development Cell and Sexual Harrassment Prevention Cell were creating an atmosphere of zero cases of sexual abuse in the college.

3. New students to be made aware of the existence of the ICC in the college

Resolved that the new students will be made aware of the acts and UGC regulations regarding the Sexual harassment prevention at the work place during the induction programme

4. Organisation of Awareness and Programmes relating to Sexual Harassment orevention

Mrs. Anandini Padhee proposed to organize legal awareness camps in collaboration with different NGOS, **SAKHI** and the District Legal Services Authority (DLSA), Jharsuguda. It was resolved to do so.

A pledge was taken by the members of the committee to create a healthy environment in the college.

The meeting ended with a vote of thanks by the presiding officer.

### **Minutes of the meeting held on dt.27.02.2023**

A meeting of Internal Complaints Committee of the college was held on dt.27.02.2023\_at 03.15pm in the Staff Common Room in the presence of the following members of the committee.

Mrs. Purnima Mayee Dash, Reader in English, Presiding officer - Sd/-

Mrs. Nima Panigrahi, Lecturer in Zoology -Sd/-

Ms. Rashmi Rekha Behera, Lecturer in Physics -Sd/-

Mr. Ranjit Tirkey, Junior Clerk -Sd/-



Mrs. Anandini Padhee, Director, SEHADA, Jharsuguda,(NGO member) -Sd/-

Ms. Reeta Sa, +3 2nd Yr Science, student representative -Sd/-

Mr. SV Vivekanand, +3 2nd Yr Arts, student representative -Sd/-

Mrs. Purnima Mayee Dash, the Presiding officer chaired the session and presented the agenda. Following resolutions were taken after discussion.

1. Reading and confirmation of the minutes of the previous meeting

The minutes of the previous meeting was read and confirmed

2. Review of the activities like Self-defense training programmes

Though no cases of sexual harassment have been found in the college till date, girls sometimes share grievances related to ib-teasing outside the campus. Considering that emphasis has been given on self-defense training programmed. Action has been taken on that.

3. Awareness of students regarding the existence of the ICC in the college

The students were made aware of different acts and UGC regulations regarding the Sexual harassment prevention at the work place. The Principal as well as faculty members discuss these matters in the induction programme.

4. Organisation of Awareness and Programmes relating to Sexual Harassment prevention

The District Legal Services Authority (DLSA), Jharsuguda as well as different social organisations like CSR of the Vedanta Ltd have arranged such programmes in the college.

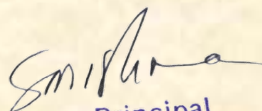
The meeting ended with a vote of thanks by the presiding officer.

-Sd/-

Signature of the Presiding Officer

-Sd/-

Signature of the Principal

  
Principal  
Laxminarayan College  
JHARSUGUDA

## ACTION TAKEN REPORT

### AWARENESS ACTIVITIES/PROGRAMMES ON THE PREVENTION OF SEXUAL HARASSMENT 2022-23

- For this session 2022-23, Mrs. Purnima Mayee Dash, Reader in English, continued in the charge of the Presiding Officer of this committee and the committee ensured that there was no sexual harassment on campus.
- The committee submitted a detailed report of the programs conducted in the session like Awareness program on the Prevention of Sexual Harassment, Self Defense Training Programme for Girls, Legal Awareness programme, Awareness programme against violence against women and girl to the IQAC
- The committee took initiatives and collaborated with women's cell of the college to organize the programmes.



PAINTING ON THE BOUNDARY WALL



Laxmi Narayan College, Road, Kolabira Rd, Badheimunda, Jharsuguda, Odisha 768201, India

Latitude 21.85838068° Longitude 84.04511011°

Local 10:12:10 AM Altitude 8.9 meters  
GMT 04:42:10 AM Wednesday, 11.01.2023

Note : Laxminarayan College Jharsuguda  
Inauguration of Self Defence Training for Girls 2023



Laxmi Narayan College, Road, Kolabira Rd, Badheimunda, Jharsuguda, Odisha 768201, India

Latitude 21.85840108° Longitude 84.04511149°

Local 10:13:21 AM Altitude 8.9 meters  
GMT 04:43:21 AM Wednesday, 11.01.2023

Note : Laxminarayan College Jharsuguda  
Inauguration of Self Defence Training for Girls 2023

## Self Defense Training Programme for Girls



V26V+25G, Badheimunda, Jharsuguda, Odisha 768201, India

Latitude 21.8599248° Longitude 84.0430097°

Local 12:26:11 PM Altitude 8.9 meters  
GMT 06:56:11 AM Friday, 09.12.2022

Note : Laxminarayan College, Jharsuguda



Laxmi Narayan College, Road, Kolabira Rd, Badheimunda, Jharsuguda, Odisha 768201, India

Latitude 21.85853183° Longitude 84.0450799°

Local 12:26:26 PM Altitude 8.9 meters  
GMT 06:56:26 AM Friday, 09.12.2022

Note : Laxminarayan College, Jharsuguda

## Campaign on Violence against Women and Girls



## Observation of Human Rights Day



## Legal Literacy Programme



*Smishra*  
Principal  
Laxminarayan College  
JHARSUGUDA

**OUR MOTTO:**  
**TOGETHER WE MAKE THE DIFFERENCE.**