



CLARA'S COLLEGE OF EDUCATION

(Managed by : CHILDREN WELFARE CENTRE)

YARI ROAD, VERSOVA, MUMBAI - 400 061.

TEL.: 26365385, 26322003

Ref _____

Date _____

INTERNAL COMPLAINTS COMMITTEE (ICC)

Establishment and composition of the Internal Complaints Committee (ICC) as per the UGC (Prevention, Prohibition and Redressal of sexual harassment of women employees and Students in HEIs) Regulation, 2015. An Internal Complaint Committee (ICC)—often referred to as an Internal Complaints Cell—is a mandatory body within an organization responsible for receiving, investigating, and redressing grievances related to sexual harassment in the workplace.

In the context of Indian higher education and teacher training institutes, these cells are governed strictly by the POSH (Prevention of Sexual Harassment) Act, 2013 and UGC/NCTE regulations.

1. Composition of the ICC

The committee must be legally constituted with specific roles.

2. Mandatory Disclosures & Records

For institutional audits (like NAAC or NCTE inspections), the following documentation is critical:

Public Notice: The names and contact details of ICC members must be prominently displayed on the college noticeboard and website.

Annual Report: A report must be submitted annually to the employer/District Officer stating the number of cases filed and their disposal status.

Zero-Case Reporting: Even if no complaints are received, a "Nil" report must still be filed to maintain compliance.

3. Core Responsibilities

The cell is not just for punishment; it has a three-fold mandate:

Prevention: Conducting gender sensitization workshops and awareness programs for faculty and students.

Prohibition: Creating a clear "Zero Tolerance" policy that is included in the college prospectus and faculty handbook.

Redressal: Following a formal, time-bound inquiry process once a written complaint is received.



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INTERNAL COMPLAINTS CELL (COMMITTEE)

Sr. No.	Names	Position
1	Dr. Ratnaprabha Rajmane	Presiding Officer
2	Assistant Prof. Seema Singh	Member
3	Assistant Prof. Shahaji Nikalaje	Member
4	Smt. Sunita Kamble	Admin Member
5	Assistant Prof. Upasna Roy	External Member
6	Muskan Shaikh	Student Member
7	Rimsha Abdulla	Student Member
8	Akanshadevi Mishra	Student Member



Dr. Ratnaprabha Rajmane

I/C Principal