

## WOMEN CELL/ INTERNAL COMPLAINTS COMMITTEE

Committee for Prevention of Sexual Harassment of Women (Prevention, Prohibition and Redressal)  
Act 2013

(Adapted from "Handbook on Sexual Harassment of Women at Workplace, Govt of India)

### GUIDELINES

#### Definition for Sexual Harassment

"Greening of the earth can only begin with the empowerment of women' - Mariam BIBI

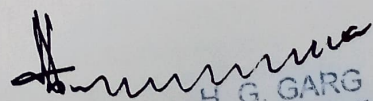
According to Supreme court guidelines sexual harassment can be defined as unwelcome sexually determined behaviour (whether directly or by implication)

- Physical contact and advances
- Demand or request for sexual favours.
- Sexually coloured remarks; showing pornography
- Other unwelcomed physical verbal or nonverbal conduct of sexual nature (Vishaka judgement by supreme court)

In addition to the above the following acts are also considered as harassment:

- Eye teasing/unsavoury remarks
- Jokes with double meaning, causing embarrassment
- Gender based insults and sexist remarks Unwelcome sexual overtone, obnoxious telephone calls etc.,
- Unwelcome physical contacts and Molestation Any other act likely to violate one's privacy

Right from its inception, RKGIT, Ghaziabad has been giving equal opportunities for both men and women in admission, training, research, placements and in all other activities. This has helped us to maintain a very peaceful ambience which is very much essential for concerted learning of both boys and girls with little room for any kind of issues among them. Based on the UGC guidelines, an active Women Harassment Prevention Cell has been functioning in the college for about a decade which has been renamed in 2021 as Internal Complaints committee (ICC).

  
H. G. GARG  
Dean Student Welfare  
Raj Kumar Goel Institute of Technology  
GHAZIABAD

### Objectives of ICC-RKGIT:

- An important objective of the ICC is to prevent any issue related to harassment of women(students) in the campus.
- A campus free of gender violence, sexual harassment and gender disparity is one prime aim and goal.
- As per the landmark Judgements and Supreme court of India in August 1997, every instance of sexual harassment is a violence of 'Fundamental Rights' under Articles 14, 15 and 21 of the Constitution of India and amounts to violation of the Right to Freedom under Article 19 (1) (g).

### Functions of ICC-RKGIT:

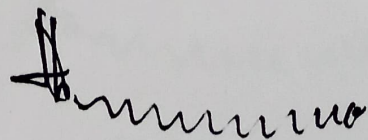
1. Prevents discrimination, gender inequality and harassment against women by creating awareness.
2. Promptly deals the cases of sexual harassment (if any) in an impartial and just manner.
3. Ensures that appropriate actions are taken against the offender.
4. Maintains confidentiality of the cases.

### Composition of Internal Complaints Committee (ICC)

The Committee is formed based on UGC Guidelines. The committee consists of the following

members:

- A Presiding Officer: A senior female employee of the organization.
- Two employee members: Two employees who are aware and sensitive to gender issues and dedicated to the cause of women or possess some legal knowledge on related matters.
- One external member: This should be from an NGO or Association committed to the cause of women and issues related to sexual harassment.
- The composition should be such that half of the total members must be women.



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### **Procedure:**

1. An aggrieved (woman) student may lodge a written complaint to the Principal/ ICC committee.
2. An enquiry committee with members of ICC, probe into the complaint.
3. Recommendations are submitted to Principal for necessary action.

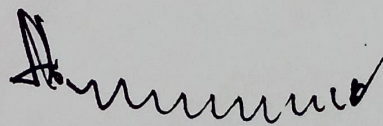
The time line for submission of complaint, completion of enquiry and forwarding the recommendation is followed as per rules specified in Handbook on Sexual Harassment of Women at Workplace, Govt of India.

### **Preventive measures taken in the campus- Prevention is better than cure**

- Creation of ICC.
- Formation of special committee such as discipline committee who monitor the behavior of students.
- Sensitizing students, faculty and staff members on the Law and Complaint mechanisms.
- Empowering girl students with equal opportunities for training, placement, co-curricular and extra-curricular activities.

### **Safety aspects and other services:**

- Adequate security personnel round the clock in the gates and inside the campus.
- No outsider can approach or enter the ladies' hostel or classrooms without proper identity.
- The wardens also ensure the safety of the girl students.
- Student care executives move around the campus during working hours to enable the maintenance of the much-needed decorum in an educational institution.
- Counselling sources: Counselling through professional counsellors, infrastructure facilities, safe traveling in college buses, and regular programs organized to empower women, all contribute to the safety of students in the campus.



H. G. GARG  
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## Internal Complaints Committee

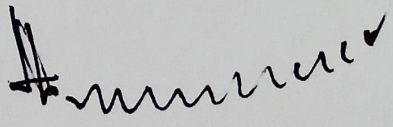
### OFFICE ORDER

08/09/2022

Women Cell which has been functioning in the college to systematically redress any type of women harassment received from students and faculty will function as Internal Complaints committee with effect from 09/09/2022.

Hereby, Internal Complaints Committee has been constituted at RKGIT with following faculty members:

Name	Designation	Position in ICC	Email ID
Dr. Mamta Goyal	Professor, AS&H	Presiding Officer	<a href="mailto:mamtafsh@rkgit.edu.in">mamtafsh@rkgit.edu.in</a>
Dr. Archana Gupta	Manager, NGO Representative	NGO Representative	<a href="mailto:Drarchanagupta14041972@gmail.com">Drarchanagupta14041972@gmail.com</a>
Dr. Manjusha Goel	Assistant Professor, MBA	Member	<a href="mailto:mgmabafba@rkgit.edu.in">mgmbafba@rkgit.edu.in</a>
Ms. Geetika Mehta	Assistant Professor, B.Pharm	Member	<a href="mailto:geetikaintouch@gmail.com">geetikaintouch@gmail.com</a>
Mr. Gaurav Agarwal	Assistant Professor, ME	Member	<a href="mailto:gauagfine@rkgit.edu.in">gauagfine@rkgit.edu.in</a>

  
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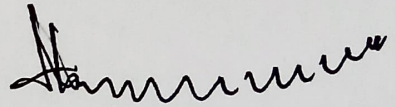
## Internal Complaints Committee

### CONSTITUTION OF INTERNAL COMPLAINTS COMMITTEE

#### LIST OF COMMITTEE MEMBERS

09/09/2022

Name	Designation	Position in ICC	Email ID
Dr. Mamta Goyal	Professor, AS&H	Presiding Officer	<a href="mailto:mamtafsh@rkgit.edu.in">mamtafsh@rkgit.edu.in</a>
Dr. Archana Gupta	Manager, NGO Representative	NGO Representative	<a href="mailto:Drarchanagupta14041972@gmail.com">Drarchanagupta14041972@gmail.com</a>
Dr. Manjusha Goel	Assistant Professor, MBA	Member	<a href="mailto:mgnmbafba@rkgit.edu.in">mgnmbafba@rkgit.edu.in</a>
Ms. Geetika Mehta	Assistant Professor, B.Pharm	Member	<a href="mailto:geetikaintouch@gmail.com">geetikaintouch@gmail.com</a>
Mr. Gaurav Agarwal	Assistant Professor, ME	Member	<a href="mailto:gauagfme@rkgit.edu.in">gauagfme@rkgit.edu.in</a>

  
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# Internal Complaints Committee

## CIRCULAR

RKGIT/2022-23/45494

09/09/2022

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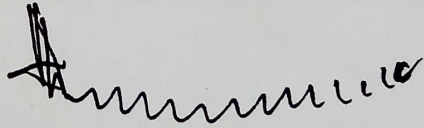
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Dr. Archana Gupta	Manager, NGO Representative	NGO Representative	<a href="mailto:Drarchanagupta14041972@gmail.com">Drarchanagupta14041972@gmail.com</a>
Dr. Manjusha Goel	Assistant Professor, MBA	Member	<a href="mailto:mgmbafba@rkgit.edu.in">mgmbafba@rkgit.edu.in</a>
Ms. Geetika Mehta	Assistant Professor, B.Pharma	Member	<a href="mailto:geetikaintouch@gmail.com">geetikaintouch@gmail.com</a>
Mr. Gaurav Agarwal	Assistant Professor, ME	Member	<a href="mailto:gauagfme@rkgit.edu.in">gauagfme@rkgit.edu.in</a>

Copy to:

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Dr. Archana Gupta, Manager, NGO Representative  
Dr. Manjusha Goel, Assistant Professor, MBA  
Ms. Geetika Mehta, Assistant Professor, B.Pharma  
Mr. Gaurav Agarwal, Assistant Professor, ME

Cc:

Honourable Chairman  
Vice- Chairman  
Group Advisor  
Group Executive Director  
Assoc. Director, CRC  
Director, RKGIT  
Dean Academics

  
H. G. GARG  
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Raj Kumar Goel Institute of Technology  
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