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## Internal Complaints Committee (ICC)/ Sexual Harassment

### Introduction

The Internal Complaints Committee (ICC) under the provisions of 'The Sexual Harassment of Women at the Workplace (Prevention, Prohibition and Redressal) Act, 2013' is constituted in the college.

The College has established the Sexual Harassment Cell. The Cell intends to take care of complaints from women and solve the problems according to UGC guidelines and Supreme Court orders. The Cell creates awareness on sexual harassment redressal mechanisms. The Cell organizes seminars/special talks and speeches about sexual harassment in the campus. The Cell has formulated a committee called Internal Complaint Committee on Sexual Harassment. The cell also provides a platform for the girl students to showcase their hidden talents and empowers them for their overall development.

Informal methods would be first adopted to resolve the problems amicably. If necessary, the Committee will conduct detailed enquiry. Humanistic approach will be adopted while dealing with the complaint. Safe and fearless environment will be created to speak openly about the harassment.

Combating sexual harassment can be best achieved by building women's confidence (including conducting self-defense classes on campuses). Students should be enabled to protest against incidents as and when they happen. A sporadic incident can possibly be tackled right away, but all forms of abuse of power or sources of ongoing discomfort and fear based on unwanted sexual attention must be reported to the complaints committee.

## **Goals & Objective**

1. To create such a healthy atmosphere in the college & college campus, So that women feel secure there.
2. To create awareness among the people against sexual harassment
3. To penalize sexual harassment act in the college lawfully.
4. To produce a healthy & sound relation between male & female.
5. To act against all gender biased violence perpetuated against employees and students of all genders.

## **Functioning**

The ICC organizes training programmes and workshops for teaching and non-teaching faculty and girl students on measures for ensuring the safety of women, and programmes for gender sensitization on the campus. This is done in association with the Women's Cell called Akka Association/Sneha Counseling Cell, though the latter remains autonomous of the functioning of the ICC. Committing itself to a zero tolerance policy towards sexual harassment, the ICC makes all sections of the institutional community aware of the information on the mechanism for redressal of complaints pertaining to sexual harassment. The ICC is committed to moving proactively to curb all forms of harassment of employees and students whether it is from those within the campus or from elements outside of the geographical limits of the college. The ICC is granted responsible freedom to bring those guilty of sexual harassment against employees and students to initiate all proceedings as required by law

## **Activities of the Cell**

1. Displays the information about the programmes of the Cell on notice boards of the offices, hostels and departments, college website with contact numbers of the committee members.
2. Creates awareness on all forms of harassments and redressal through conducting awareness programs.
3. The committee also puts maximum efforts to curb such incidents.

## **THE PROCESS FOR MAKING A COMPLAINT & CONDUCTING AN ENQUIRY**

An aggrieved person is required to submit a written complaint to the ICC within three months from the date of the incident. The ICC shall send a copy of the complaint to the respondent within a period of such receipt. It shall then conduct an inquiry to be completed

within ninety days from the receipt of the complaint. The inquiry report has to be submitted to the authority of the college within ten days from the completion of the inquiry.

## **PUNISHMENT & COMPENSATION**

1. Anyone found guilty of sexual harassment shall be punished in accordance with the service rules, if the offender is an employee.
2. If the respondent is a student, depending upon the severity of the offense, the ICC may recommend
  - Withholding privileges such as access to the library, scholarships, allowances, ID card, etc.
  - Suspending or restricting entry into the campus for a specific period.
  - Expelling from the rolls of the college and denying readmission, if the offense is severe.
  - Awarding reformatory punishments like mandatory counseling and/or performing community services.
3. The aggrieved person is entitled to the payment of compensation. The college shall issue direction for payment of compensation recommended by the ICC and accepted by the University Higher Authority, which shall be recovered from the offender.