



BANKURA ZILLA SARADHAMANI MAHILA MAHAVIDYALAYA

(Govt. Sponsored)

NAAC Accredited (3rd Cycle) College

NUTANCHATI, BANKURA, WEST BENGAL (PIN-722101)

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Ref. No. SM/00/2026-27/03

Dated 02/09/2026

OFFICE ORDER

Constitution of the Internal Complaints Committee (ICC)

In pursuance of the provisions of the **Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013**, the relevant Rules framed thereunder, and the applicable guidelines issued by the **University Grants Commission (UGC)** and the Department of Higher Education, Government of West Bengal, the following **Internal Complaints Committee (ICC)** is hereby reconstituted with immediate effect to receive, inquire into and redress complaints relating to sexual harassment at the workplace.

Sl. No.	Name	Designation in College	Position in ICC
1.	Dr. Anurupa Mukhopadhyay	Associate Professor Department of Bengali	Presiding Officer (Senior Woman Faculty Member)
2.	Dr. Buddhadeb Chatterjee	Assistant Professor Department of Philosophy	Member
3.	Dr. Abira Dutta Roy	Assistant Professor Department of Geography	Member
4.	Dr. Amrita Majumdar	Assistant Professor Department of Music	Member
5.	Sri Bishnu Bajoria	Ex-International President, Lion's Club International (NGO) & Ex-Donar Member of the GB.	External Member
6.	Mrs. Champa Rani Bagdi	Representative from Non-Teaching Staff	Member

Functions of the Committee

The Internal Complaints Committee shall:

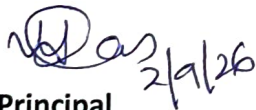
1. Receive and inquire into complaints of sexual harassment in accordance with the provisions of the Act and applicable rules.
2. Recommend appropriate preventive, remedial and disciplinary measures to the competent authority.
3. Conduct awareness, sensitization and orientation programmes on gender sensitization and prevention of sexual harassment.
4. Maintain confidentiality of all proceedings and records as required under the Act.
5. Submit reports to the competent authority as prescribed under the relevant statutory provisions.

The Committee shall function in accordance with the provisions of the **Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013**, the Rules framed thereunder, and the guidelines issued by the UGC and other competent authorities.

This order shall come into force with immediate effect and shall remain valid until further orders or until the Committee is reconstituted by the competent authority.

All members of the College are requested to extend their full cooperation to the Committee.

By Order

 2/9/26

Principal

Bankura Zilla Saradamani Mahila Mahavidyapith

Copy to:

1. All members concerned.
2. IQAC Coordinator.
3. Office File.
4. College Website.
5. Notice Board.