

Ref. No : MSU/ADM/DR/002
Date : 18th June 2024
Read:

1. University Grants Commission (Prevention, prohibition, and redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015
2. Circular No: MSU/Reg/STD/2023/47 dated: 06/02/2023

Subject: Internal Complaints Committee of the Medhavi Skills University, Sikkim - reg.
OFFICE ORDER

Internal Complaints Committee constituted vide Office Order No: MSU/Reg/STD/2023/47 dated 06/02/2023 is partially modified. Accordingly, Internal Complaints Committee with effect from /06/2024 will be as under:

Sr. No.	Particulars	
As per section 4(2)(a)		
1.	Ms. Sukanya Banerjee Assistant General Manager- HR	Presiding Officer
As per section 4(2)(b)		
2.	Ms. Prasanna Pradhan Assistant Professor	Member
3.	Ms. Deepeka Sharma PIC - Emergency Medical Technology program	Member
4.	Ms. Bhagawati Panthi Manager - Human Resources	Member
5.	Ms. Yangtsola Lama Manager- Administration	Member
As per section 4(2)(c) (If the matter involves students)		
6.	Ms. Anamika Tamang Sem-IV, B.Sc. Optometry	Member
7.	Ms. Tulsi Kumari Sem-IV, BBA	Member
8.	Ms. Shabina Mishra Sem-II, MBA	Member
As per section 4(2)(d)		
9.	Ms. Namita Sharma Siksha (NGO)	Member
10.	Mr. Rishi Thapa Assistant Registrar- Admissions & Operation	Member Secretary

No woman shall be subjected to sexual harassment at any workplace.

"Sexual Harassment" includes any one or more of the following unwelcome acts or behavior (whether directly or by implication) namely:

- i. physical contact and advances; or
- ii. a demand or request for sexual favours; or

- iii. making sexually coloured remarks; or
- iv. showing pornography; or
- v. any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

The following circumstances, among other circumstances, if it occurs, or is present in relation to or connected with any act or behavior of sexual harassment may amount to sexual harassment:

- i. implied or explicit promise of preferential treatment in her employment; or
- ii. implied or explicit threat of detrimental treatment in her employment; or implied or explicit threat about her present or future employment status; or
- iii. interference with her work or creating an intimidating or offensive or hostile work environment for her; or
- iv. humiliating treatment likely to affect her health or safety.

It shall be the responsibility of the Committee to follow the norms provided under the UGC Regulations, 2015.

An aggrieved person is required to submit a written complaint to the ICC within three months from the date of the incident and in case of a series of incidents within a period of three months from the date of last incident.

Presiding Officer, ICC shall see that annual report is submitted on relevant portal for each year. This ICC shall also function as Gender Sensitization Cell. Activities for the same may organized during the year and shall see workshop/lecture on gender sensitization as well as prevention of sexual harassment is organized during the orientation week

This issues with approval of competent authority. This will supersedes all previous order of same kind.



hddhartha

Deputy Registrar

To,

Above mentioned members of ICC

Copy To:

1. PA/PS to Hon'ble Chancellor/Pro-Chancellor, MSU- for kind Information.
2. Pro-Vice Chancellor, MSU.
3. All Deputy Registrars/Assistant Registrars, MSU.
4. All Assistant Deans/HoDs/PICs, MSU with a request to circulate amongst the faculty members and students.
5. All Sr. Managers/Managers, MSU.
6. IT Section – To upload at university website and ERP.
7. Notice Board.