



# DUMKAL COLLEGE

P.O-Basantapur, P.S-Dumkal, Dist.-Murshidabad, West Bengal, PIN-742406

(Govt.Aided, Affiliated to the: University of Kalyani Included under section 2(f) & 12 (B) of UGC Act.)

---

## Internal Complaints Committee (ICC) – Dumkal College

---

### ✧ About the Internal Complaints Committee (ICC)

The Internal Complaints Committee (ICC) of Dumkal College is constituted as per the guidelines of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. It aims to provide a safe and inclusive environment for students, faculty, and staff by addressing grievances related to sexual harassment and ensuring gender equality.

### ✧ Motto of the ICC

**"Ensuring a Safe, Respectful, and Inclusive Campus for All."**

### ✧ Objectives of the ICC

- To prevent sexual harassment and discrimination on campus.
- To promote a gender-sensitive environment through awareness and sensitization programs.
- To provide a fair and transparent mechanism for handling complaints.
- To offer a safe space for victims to report grievances without fear.
- To recommend corrective measures and disciplinary actions where necessary.

### ✧ Scope and Applicability

The ICC applies to all students, teaching and non-teaching staff, and visitors on the Dumkal College campus. It covers incidents that occur within the college premises, during official events, and in situations that affect the work or academic environment.

### ✧ Procedures for Filing a Complaint

- Complaints can be submitted in writing or via email to the ICC.
- The complainant must provide a detailed description of the incident, including the date, time, and persons involved.
- Complaints should ideally be filed within three months of the incident, with provisions for extensions in special cases.



# DUMKAL COLLEGE

P.O-Basantapur, P.S-Dumkal, Dist.-Murshidabad, West Bengal, PIN-742406

(Govt.Aided, Affiliated to the: University of Kalyani Included under section 2(f) & 12 (B) of UGC Act.)

---

## ✧ Investigation and Resolution Process

- The ICC acknowledges the complaint within seven days.
- An inquiry committee is formed to investigate the matter within 90 days.
- Both parties are given an opportunity to present their case.
- Based on findings, appropriate action is recommended to the college administration.

## ✧ Roles and Responsibilities of ICC Members

- Ensure unbiased and confidential handling of complaints.
- Conduct awareness campaigns and sensitization workshops.
- Maintain proper records and submit reports to the authorities.

## ✧ Preventive Measures and Awareness Programs

- Regular workshops and seminars on gender sensitization.
- Display of anti-harassment policies on notice boards and the college website.
- Encouraging open discussions and feedback mechanisms.

## ✧ Confidentiality and Protection Against Retaliation

- All complaints and proceedings remain confidential.
- Strict actions are taken against retaliation or victimization of complainants.

## ✧ Grievance Redressal and Appeals

- If a complainant is unsatisfied with the ICC's resolution, they may appeal to higher authorities.
- The college administration ensures fair and just implementation of ICC recommendations.

## ✧ Contact Information

For complaints and queries, contact the ICC at:

**Email:** [iccdumkalcollege@gmail.com](mailto:iccdumkalcollege@gmail.com)

**Office Address:** Internal Complaints Cell, Dumkal College, Basantapur

**Phone:** 7679499736



9153549620

[dumkalcollege@gmail.com](mailto:dumkalcollege@gmail.com)

# DUMKAL COLLEGE

P.O-Basantapur,P.S-Dumkal,Dist.-Murshidabad,WestBengal, PIN-742406

(Govt.Aided, Affiliated to the: University of Kalyani Included under section 2(f) & 12 (B) of UGC Act.)

## MEMBERS OF INTERNAL COMPLAINTS COMMITTEE, DUMKAL COLLEGE

1. Dr. Bhabesh Pramanik, Principal, Dumkal College
2. Dr. Swati Mollah, Associate Prof. of Geography, Convenor, ICC, Dumkal College
3. Mrs. Mousumi Singha, University Nominee, Governing Body, Female External Member of ICC, Dumkal College
4. Debamita Karmakar, Librarian, Female Faculty Member of ICC, Dumkal College
5. Mrs. Soma Karmakar, sact-ii IN Bengali, Female Member Faculty Member of ICC, Dumkal College
6. Mrs. Jahanara Khatun, Lady Attendant, Female Non-teaching Member of ICC, Dumkal College
7. Mr. Jayanta Kar, Associate Prof. of History, Male Faculty Member of ICC, Dumkal College
8. Mr. Kasinath Biswas, Head Clerk, Male Non-teaching Member of ICC, Dumkal College
9. Mr. Al Mamun Hasan, Advocate, External Member of ICC, Dumkal College
10. Oyhida Rahaman, Student Representative of ICC, Dumkal College

*Principal*  
Dumkal College, Basantapur  
Murshidabad, W.B.

Signature of Principal

Signature of Coordinator