

SUBHASH INSTITUTE OF TECHNOLOGY

An ISO 9001-2015 Certified Institute

Approved by AICTE, New Delhi, Ministry of HRD, Govt of India & Affiliated to JUT Jharkhand
First College in Jharkhand to get An ISO 9001-2015 Certificate (Permanent ID : 1-3365796487)



Ref. No. SIT/COM/8044/25-26

Date: 03/03/2026

Establishment of Internal Complaint Committee (ICC)

Establishment of Internal Committee (IC) (As per Section 4 All India Council for Technical Education (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions) Regulations, 2016 vide No. F.AICTE/ WH/2016/01 dated 10th June, 2016.

Management and ICC Responsibilities

- Provide a safe working environment.
- Display the penal consequences of workplace sexual harassment.
- Employees should undergo POSH training at least once a year.
- Conduct orientation programmes for the ICC.
- Assist in any manner required to enable the aggrieved woman to receive justice according to the law.
- At least one half of the ICC should be women.

The Process for Complaint and Inquiry:

Step I: An aggrieved woman should give a written complaint either in person or through post or email to the 'Prevention of Sexual Harassment and Atrocities against Women Committee. The aggrieved should give the complaint within three months of the date of the incident. If the aggrieved woman is unable to make a complaint, her legal heirs may do so.

Step II: On receiving the complaint, the ICC will inquire as per service rules or in their absence, according to regulations under the Act. The committee will complete them within 90 days. The committee will submit the report within ten days from the date of completion of the inquiry.

Step III: If the ICC finds that the allegations against the respondent are proven, it will submit a report to the Principal to take action for sexual harassment as a misconduct under the provisions of the applicable service rules or as per rules framed under the Act.



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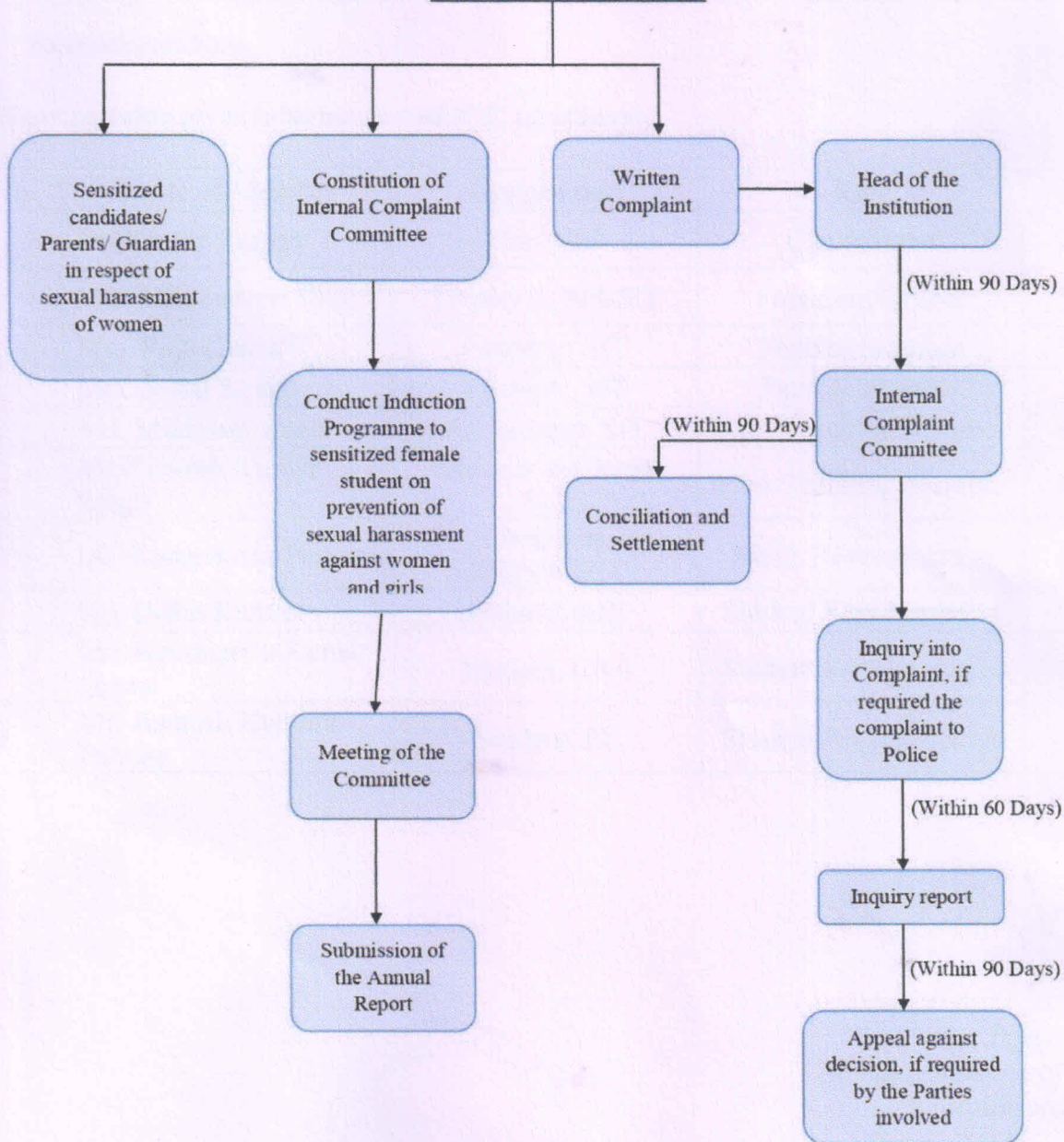
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ICC Grievance Mechanism



Step IV: The college management will act on the recommendations of ICC within 60 days of the submission of the inquiry report



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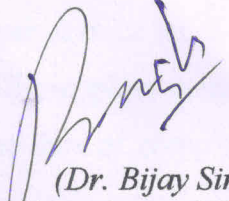
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Step V: Appeal against the decision of the ICC is allowed within 90 days of the recommendations.

The following table gives information of ICC members:-

Sl. No.	Name of Member	Designation	Role	Contact No.
1.	Dr. Rajeev Ranjan	Principal	Chairperson	7004115068
2.	Mrs. Manjushree Singh	Treasurer, SPMET	Presiding Officer	7909014526
3.	Mrs. Puja Kumari	Lecturer, SIT	Faculty Member	7909045565
4.	Mrs. Swati Sinha	Lecturer, SIT	Faculty Member	7488729564
5.	Md. Mudassar Imam	Accountant, SIT	Non-Teaching Member	9939445452
6.	Mr. Santosh Kumar Singh	Canteen in-charge, SIT	Non-Teaching Member	6203553519
7.	Mr. Kameshwar Paswan	Chairman, JRDSWECT	NGO, Representative	9431156457
8.	Ms. Bishu Kumari	Student, ME	Student Representative	9905896331
9.	Mr. Abhimanyu Kumar Gupta	Student, Civil	Student Representative	6206591114
10.	Mr. Asutosh Kumara Pandey	Student, EE	Student Representative	7070253783




(Dr. Bijay Singh)
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Bijay Singh
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