

Ref. No. RIMT/ DRC/306 Co /2025

Dated: -16-8-2025

Subject: Constitution of Internal Complaints Committee (ICC) / Gender Sensitization Cell

In compliance with **Regulation 4** of the *University Grants Commission (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015*, and the *Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013*, the **Internal Complaints Committee (ICC)** of “**Internal Complaints Committee (ICC) / Gender Sensitization Cell**” is hereby constituted as follows:

The composition of the Committee is as follows:

Sr. No.	Name & Designation	Capacity / Designation in Committee
1.	Prof. (Dr.) Jyoti Angrish , Professor and HoD, RIMT School of Legal Studies	Presiding Officer / Chairperson
2.	Dr. Dimple Sharma , Head, Doctoral Research Centre(DRC) and Deputy Registrar	Member
3.	Prof. (Dr.) Nidhi Aggarwal , Professor and HoD, School of Management Studies & Commerce	Member
4.	Ms. Simranjeet Kaur , Advocate, District Court ,Patiala	Member
5.	Ms. Parasna , (BBA LLB -7 th Semester)	Student Representative
6.	Ms. Anjani Sharma , Assistant Professor, RIMT School of Legal Studies	Member Sectary

1. Tenure of the Committee

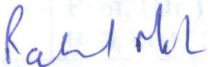
The term of office for the members of the ICC shall be for a period of **three (3) years** from the date of this notification.

2. Duties and Responsibilities

The Committee shall be responsible for the following functions in accordance with UGC regulations: ,

- **Receipt of Complaints:** To receive, register, and acknowledge all written complaints regarding sexual harassment submitted by female employees or students.

- **Inquiry and Investigation:** To conduct a fair, neutral, and thorough inquiry into specific complaints. This includes summoning witnesses, collecting evidence, and gathering required data from relevant parties to establish facts.
- **Redressal and Resolution:** To provide appropriate feedback to the complainant and the respondent. The Committee shall strive to find suitable solutions and settle grievances through conciliation (if requested by the complainant) or formal inquiry.
- **Documentation:** To maintain a **confidential register** exclusively for the purpose of recording:
 - Grievances/complaints received.
 - Proceedings of the inquiry.
 - Replies/Actions taken by the Committee.
- **Timeline for Action:** The Committee shall ensure the prompt handling of cases. It is mandated to conduct necessary investigations and propose suitable solutions/recommendations within **10 days** (or as per statutory timelines) of the completion of proceedings.



Registrar

RIMT University, Mandi Gobindgarh, Punjab



Copy to (CC):

1. Directors / Deans / Principals / HODs (For circulation among staff and students).
2. Deputy Controller of Examinations / TPO Cell / Admission Cell / Student Section.
3. Superintendent of Workshops / H.R. Manager.
4. Accounts Branch / Sports Department / Chief Warden / Chief Estate Officer.
5. Transport In-charge / Central Stores.
6. All Notice Boards.