

NOTABLE ACTIVITIES OF THE INTERNAL COMPLAINTS COMMITTEE(ICC) 2017-18

SENSITIZATION PROGRAMME ON PROTECTION, PREVENTION AND REDRESSAL OF SEXUAL HARASSMENT AT WORK PLACE

School-wise interaction with the students were held for sensitizing them on protection, prevention and redressal of sexual harassment at workplace. Active participation was observed on that day with relevant questions from the students. Departmental faculty representatives were also present for the workshop. The workshop took place on 5 days. Interaction with the School of Engineering was arranged for two days due to large number of students. Following is the schedule of the workshop:

School	Date	Time	Venue
School of Management	21.11.17	4:30 p.m.	KBR
School of Engineering	22.11.17	1:15 p.m.	KBR
School of Sciences	23.11.17	12:00 p.m.	KBR
School of Humanities and Social Sciences	24.11.17	1:10 p.m.	KBR

ANNUAL RETURN ON CASES OF SEXUAL HARASSMENT PERIOD: 1ST APRIL, 2017 TO 31ST MARCH, 2018

S. No	Particulars	Autonomous Bodies
1	Number of complaints of sexual harassment received in the year	5
2	Number of complaints of disposed-off during the year	5
3	Number of Cases pending for more than 90 days	0
4	Number of workshops on awareness programmes against sexual harassment conducted during the year	4
5	Nature of Action	<ol style="list-style-type: none"> 1. Counselling, 2. strict warning, 3. Forwarded to higher authorities with recommendations

NOTABLE ACTIVITIES OF THE INTERNAL COMPLAINTS COMMITTEE(ICC) 2018-19

SENSITIZATION-CUM-TRAINING PROGRAMME ON PROTECTION, PREVENTION AND REDRESSAL OF SEXUAL HARASSMENT AT WORK PLACE

ICC organised a sensitisation programme for all faculty members, Officers and non-teaching staff on the 12-13 of June 2018 at the Council Hall. The programme was followed by a training programme for ICC Members and other nominated faculty members of the Departments. Active participation was observed on that day. Prof. Sarasu Esther Thomas, National Law School of India University, Bengaluru acted as the Resource Person for the programme. A total of 93 non-teaching staff and officers and 95 faculty members had attended the programme.



DEPARTMENT/ CENTRES/ HOSTEL LEVEL SENSITISATION PROGRAMME FOR STUDENTS

Departments/ Centres / Hostels and Students Council were requested to organise Sensitisation Programme in consultation with ICC on or before 21st February 2019.

ICC provided technical support including the resource person to organize the programme at the department/ Hostels, if needed. A brief presentation was circulated to the Head, Directors and Wardens as a guideline.

The students were appraised of the prevailing law and also the steps taken towards the safety of women in the institute and urged the students to utilize the opportunity to understand the law. They were also enlightened on the Sexual harassment of women at work place (Prevention, prohibition and redressal) Act 2013 with various examples from different walks of life. The UGC Regulations regarding the Sexual Harassment at Work Place, role of Internal Complaint Committee (ICC) in the university, process of making complaint of sexual harassments, process of conducting the enquiry, punishments, action against frivolous complaints etc. were also discussed. Each programme were followed by an open discussion with the participants. Students responded very positively throughout the programme.

Some Photos of sessions



Sensitisation Programme organized for the students of Energy Department on 20th February 2019



Sensitisation Programme organized for the students of Environment Science Department on 21st February 2019



Sensitisation Programme organized for the students of Department of MBBT on 21st February 2019



Sensitisation Programme organized for Civil & Food Engineering & Technology Department students on 21st February 2019

SENSITISATION PROGRAMME ON PREVENTION OF SEXUAL HARASSMENT OF WOMEN AT WORK PLACE FOR SECURITY STAFF AND LOCAL VENDORS 19TH MARCH 2019 AND 26TH MARCH 2019.

ICC organized a sensitisation programme on prevention of sexual harassment of women at work place (Prevention, Prohibition and Redressal) for security staff and local vendors of Tezpur University on 19th March 2019 and 26th March 2019.

On 19th March 2019, Dr. Hemjyoti Medhi Associate Professor, Department of English and Foreign Languages elaborated the prevailing legal frameworks to prevent sexual harassment at workplace. She also highlighted the steps taken towards the safety of women in the university and emphasized the participants' role in preventing sexual harassment at university.

On 26th March 2019, Prof. Madhumita Barbora, Professor, Department of EFL, spoke on "Gender sensitization on prevention of sexual harassment of women at work place (Prevention, Prohibition and Redressal) Act, 2013". She discussed the issues from the practical contexts of preventing any forms of intended or unintended possible sexual harassment cases in higher education institutions with suitable illustrations. She also suggested possible measures to be taken by a woman to protest and overcome the adverse vulnerable situation. Participants were also made aware about types of violence against women and types of abuse covered under the act during the session.

116 security staff and local vendors attended these workshops. Medium of communication was in Assamese, so as to enable the participant to understand better. The question answer session at the end of each workshop was very fruitful and interactive. The resource persons addressed all the queries to the satisfaction of the participants.



**ANNUAL RETURN ON CASES OF SEXUAL HARASSMENT
PERIOD: 1ST APRIL, 2018 TO 31ST MARCH, 2019**

S. No	Particulars	Autonomous Bodies
1	Number of complaints of sexual harassment received in the year	4
2	Number of complaints of disposed-off during the year	4
3	Number of Cases pending for more than 90 days	0
4	Number of workshops on awareness programmes against sexual harassment conducted during the year	8
5	Nature of Action	Warning, Suspension from attending classes and hostel, community service, counselling, Mentoring,

NOTABLE ACTIVITIES OF THE INTERNAL COMPLAINTS COMMITTEE (ICC) 2019-20

Leaflet Distribution to sensitize the students of the university regarding the role of ICC to prevent sexual harassment at workplace during the new academic session on July 2019

The Leaflet content focuses on the UGC Regulations regarding the Sexual Harassment at Work Place, role of Internal Complaint Committee (ICC) in the university, process of making complaint of sexual harassments, process of conducting the enquiry, punishments, action against frivolous complaints etc.

Gender sensitisation workshop for faculty representatives of the departments/ centre on 16th August 2019

ICC Organised Gender sensitisation workshop for faculty representatives of the departments/ centre on 16th August 2019. Most of the faculty representatives and administrative representatives participated in the workshop. Dr. Madhurima Goswami, Head, Chandraprabha Saikiani Centre for Women Studies, elaborated the prevailing conditions of women in India with special reference to Assam. She also described the activities organized by Chandraprabha Saikiani Centre for Women Studies for the welfare of women.

Prof. Shashi Baruah, Presiding Officer, ICC spoke on "Gender sensitization on prevention of sexual harassment of women at work place (Prevention, Prohibition and Redressal) Act, 2013". She highlighted the steps taken towards the safety of women in the university and emphasized the participants' role in preventing sexual harassment at university. Participants were also made aware about role of ICC to reduce violence against different genders and types of abuse covered under the act during the session. 42 Faculty and staff representatives attended the workshop. The talk was followed by an elaborate Question and Answer session with fruitful discussion. Further the participants put up their observations and feedback of the session.



Sensitization programme on Prevention of sexual harassment organized for Officers and Non-Teaching staff of Tezpur University on 28th August 2019

Prof. Shashi Baruah, Presiding Officer, TU discussed about the “Gender sensitization on prevention of sexual harassment of women at work place (Prevention, Prohibition and Redressal) Act, 2013” and she also discussed the role of ICC to prevent sexual harassment among various stakeholders of our university. She suggested possible measures to be taken by the women to protest and overcome the adverse vulnerable situation. Presiding Officer explained the ICC composition, how to register a complaint, case Procedure, Punishment and compensation, Action against frivolous complaint etc. A Question and Answer session followed in which elaborate discussion happened with feedback and observations provided by the participants.

Department/ Centre Level Sensitization programme on Prevention of sexual harassment at work place on August 2019

Internal Complaints Committee (ICC) of Tezpur University in collaboration with various departments organised sensitization programme on “prevention of sexual harassment at work place” on August - September, 2019. The programme was conducted at department/ Centre level and many students attended the programme. Trained resource persons from various departments

/ Centres did conduct the Sensitisation Programme. Resource persons apprised the students about the prevailing law and also the steps taken towards the safety of women in the institute and urged the students to utilize the opportunity to understand the law. They also enlightened the students regarding the Sexual harassment of women at work place (Prevention, prohibition and redressal) Act 2013 and explained the law with various examples from different walks of life. They have also explained the role of Internal Complaints Committee (ICC) to Prevent Sexual Harassment at work place, ICC composition, how to register a complaint, case Procedure, Punishment and compensation, Action against frivolous complaint etc.



Name of the Department/ Centre	Date of event
Department of Sociology	9 th August 2019 (3.30pm)
Department Mass communication & Journalism	29 th August 2019
Department of Commerce	25 th July 2019
Department of Social Work	25 th July 2019
Department of Law	20 th August 2019 (4.30pm)
Department of Energy	22 th August 2019 (3.30pm)

Department of Business Administration	23 rd August 2019 (10.30am)
Department of Environmental Science	23 rd August 2019 (11.30am)
Centre for Women studies	23 rd August 2019
Department of Chemical Sciences	20 th August 2019 (4.15pm)
Department of Physics	23 rd August 2019 (3.30pm)
Department of Mathematical Sciences	19 th September 2019
Department of MBBT	19 th September 2019
Department of Cultural Studies	13 th August 2019
Department of English & Foreign Languages	22 nd August, 2019
Department of Hindi	13 th September 2019
Department of Education	21 st August 2019
Centre for Inclusive Development	23 rd August 2019
Department of CSE	20 th August 2019 (4.00pm)
Department of Civil	22 nd August 2019 (4.00pm)
Department of Electronics & Communications	21 st and 22 nd August 2019
Department of Electrical Engineering	28 th August, 2019
Department of Food Engineering & Technology	22 nd August 2019 (3.30pm)

Department of Mechanical Engineering	17 th September 2019
Center for Open and Distance Learning	23 rd August 2019



Gender Sensitisation Programme organized for the students & Staff of Department of Civil Engineering on 22nd August 2019



Gender Sensitisation Programme organised for the Students and Staffs of Department of EFL on 22nd August 2019



Gender Sensitisation Programme organized for the students & Staff of Department of Cultural Studies



Gender Sensitisation Programme organized for the students & Staff of Department of CSE on 20th August 2019



Gender Sensitisation Programme organized for the students & Staff of CODL in collaboration with CID and CSCWS on 23rd August 2019



Gender Sensitisation Programme organized for the students, Faculty & Staff of Department of Electronics and Communication 21st, 22nd August 2019



Gender Sensitisation Programme organized for the students, Faculty & Staff of Department of Education on 21st, 22nd August 2019



Gender Sensitisation Programme organized for the students, Faculty & Staff of Department of Mass communication and Journalism on 29th August 2019

Training on conducting the inquiries of sexual harassment and standard operating procedure for conducting enquiries for ICC Members on 21st February 2020

Ms. Anurita Hazarika, State Director - North East Network (NEN), Guwahati was invited to handle the training programme on 21st February 2020. She explained inquiry process with the help of certain cases which she handled as an external member in few ICCs. She also provided resource materials which can help to make the policy for TU. At the end of the session there was a detailed discussion with the resource person on many a real-life scenario of sexual harassment that can happen in any educational institution and the measures to be followed by the ICC.



Annual Return on cases of Sexual Harassment Period: 1st April, 2019 to 31st March, 2020

S. No	Particulars	Autonomous Bodies
1	Number of complaints of sexual harassment received in the year	4
2	Number of complaints of disposed off during the year	3
3	Number of Cases pending for more than 90 days	0
4	Number of workshops on awareness programmes against sexual harassment conducted during the year	4
5	Nature of Action	1. Strict Warning 2. Counselling 3. Apology letter

