

INTERNAL COMPLAINT COMMITTEE (ICC)

As per the notification issued by the school through the letter number **Admin/2023-24/Nt/43 dated 05-04-2023**, an **Internal Complaint Committee (ICC)** has been reconstituted to **prevent, prohibit and redress** Sexual Harassment of Women employees /female students and **Gender Sensitisation** in the Mukularanyam English School, Sigara, Varanasi with the following members.

Sr.	Designation in ICC	Member's Name	Email	Contact Number
1	Presiding officer	Mrs Chanchala Yadav	chanchalayadav.12@gmail.com	99364 35469
2	Member Secretary	Smt Khushboo Srivastava	khushboosrivastava475@gmail.com	6389601104
3	Internal Member	Dr Aarti Yadav	aartiyadavmres@gmail.com	78392 46095
4	Internal Member	Smt Ravina Chaturvedi	ravinachaturvedi.0489@gmail.com	96814 05571
5	Internal Member	Shri Kamlesh Chaturvedi	kamleshc.00055@gmail.com	8115102359
6	External NGO Member	Shri Shivarchan Prasad Upadhyay	jyotirnidhi@gmail.com	9415436907
7	Representative of non-teaching staff	Smt Sukkhan Devi	N/A	9453912994
8	Female student's Representative			
9	Male student's Representative			

Committee against sexual harassment & Protection of children from offence (POCSO) Act 2012

With regard to the Supreme Court judgment in 1977 and guidelines issued in the Act passed by parliament in 2013. In this regard to provide for the effective enforcement of the basic human right of gender equality and guarantee against sexual harassment and abuse, more particularly against sexual harassment at workplaces, the CBSE has issued circulars to all the schools, advising them to establish a committee and to develop guideline to combat sexual harassment, violence against women and girls in the school. It has further advised the school to be proactive by developing a conducive atmosphere on the campus, where the status of women/girls is respected and they are treated with dignity.

OBJECTIVE:

The objectives of the committee are:-

- a) Prevent discrimination and sexual harassment against women employees and female students by promoting gender amity among them.

- b) Make recommendations to the presiding officer (head of the committee) for changes/elaboration in the rules for students and employees in the student's diary and school rules to make them gender just and to lay down the procedure for the prohibition, resolution, settlement and prosecution of acts of discrimination and sexual harassment against women, by the students and the employees.
- c) Deal with cases of discrimination and sexual harassment against women, in a time-bound manner, aiming at ensuring support services to the victimised and termination of the harassment.
- d) Recommend appropriate punitive action against the guilty party to the Presiding Officer.
- e) To organise orientation programs for women employees and female students to sensitise them to be proactive in dealing with such discrimination if any.

PROCEDURE FOR FILING COMPLAINTS:

1. Complaints may be written or by email at mukularanyamschool@gmail.com for teaching female staff and female students but for non-teaching staff, it may be oral or written. If the complaint is oral by non-teaching staff, it will be converted into a written form by the Sexual Harassment Committee member who received the complaint and authenticated by the complainant under his/her thumb impression or signature as soon as possible.

2. Upon receipt of the complaint by any member of the Committee, the member should forward it to the grieved one and may also lodge her complaint directly on the given e-mail or log in to the school website www.mukularanyamschool.com. Moreover, the complaint can also be lodged telephonically to the mobile numbers of the Head and Members of the committee which are available.

PROCEDURE FOR FILING A COMPLAINT/GRIEVANCE WITHOUT REVEALING IDENTITY

If the complainant does not like to reveal her name for any grievance, she can drop the grievance(s) in the drop box placed near the main gate of the school.

Here, it should be noted that according to the Supreme Court guideline sexual harassment can be defined as “unwelcome” sexually determined behaviour (whether directly or by implication) as: -

- a) Physical contact and advances.
- b) Demand or request for sexual favours.
- c) Sexually coloured remarks.
- d) Showing pornography.
- e) Other unwelcome physical, verbal or non-verbal conduct of a sexual nature (Vishaka judgment by Supreme Court) and the act passed by the parliament in this regard.

The following will also be treated as sexual harassment and are covered by the committee: -

- i) Eve-teasing
- ii) Unsavory remarks.
- iii) Jokes causing or likely to cause awkwardness or embarrassment.
- iv) Innuendos and taunts.
- v) Gender-based insults or sexist remarks.
- vi) Unwelcome sexual overtone in any manner such as over the telephone (obnoxious telephone calls) and the like.
- vii) Touching or brushing against any part of the body and the like.
- viii) Displaying pornographic or adult offensive derogatory pictures, cartoons, pamphlets or sayings.
- ix) Forcible physical touch or molestation.
- x) Physical confinement against one's will and any other act likely to violate one's privacy.