

REF. NO. GNIOT/DIR/2024-25/008**Date: 20th September, 2024****CIRCULAR****Women Grievance Cell /Internal Complaint Committee (ICC)**

S.No.	WGC Member	Designation	Department
1.	Dr. Shivani Dubey	Convener	9582912953
2.	Dr. Shivani Kaul	Member	9540985223
3.	Dr. Priti Gupta	Member	7011053511
4.	Dr. Renu Kaushik	Member	8527591701
5.	Ms. Sanghati Mutsuddi	Member	8637362984
6.	Ms. Ishika	Member	7217769064
7.	Ms. Vibha Mani	Member	9958035109
8.	Dr. Neha Gupta	Member	7015221227

All the Members of “Women Grievance Cell/Internal Complaint Committee” are advised to discharge their duties with utmost sincerity and integrity.

For any issue, you may contact to **095829 12953** and mail ID **icc@gniot.net.in**


Dr. Dhiraj Gupta
Director**Copy to:**

1. Hon'ble Chairman & Vice Chairman (for their kind information).
2. All VP's/All Dean's /All HOD's/Registrar /HR /System Administrator/ERP officer /Librarian /Placement Cell/Admin Officer/Accounts and all concerned.

Women Grievance Cell

Greater Noida Institute of Technology (Engg. Institute), Greater Noida established Women Grievance Cell (WGC) to address grievances from women employees of the college, regardless of whether the complaint is against a male or female employee, is an important step toward ensuring a fair and inclusive workplace. The formation of a Women Grievance Cell is a proactive and commendable step to ensure the safety, well-being, and gender equality of female students within the college campus. The establishment of a Women Grievance Cell within an organization is a significant step towards promoting gender equality, human rights, and personal development. This cell plays a crucial role in fostering a harmonious and empowering workplace environment. The functions outlined for the cell highlight its crucial role in ensuring the safety, well-being, and rights of female students, faculty, and staff members. The Cell's role, as described, is pivotal in ensuring a safe and supportive environment within the institution. The primary objective of the Women's Grievance Cell is to create a safe and supportive environment for girls and women within the institution. Specifically, the objective is to resolve issues pertaining to girls / women sexual harassment.

Objectives

- To equip female students and faculty with knowledge of legal rights is to empower them with information and awareness about their rights under the law.
- To safe guard the rights of female students, faculty, and staff members are paramount to ensuring a safe, inclusive, and respectful environment within the institution.
- To establishing a platform for listening to complaints and redressal of grievances is essential for maintaining a safe and supportive environment within any institution.
- To incorporate hygiene habits and ensuring a healthy atmosphere in and around the college is essential for the well-being and safety of students, faculty, and staff members.

Roles & Responsibilities

- Creating social awareness about gender discrimination is essential for fostering a more inclusive and equitable society.
- Empowering and boosting the confidence of women staff members is crucial for creating an inclusive and supportive workplace environment.
- Organizing workshops and seminars for women's development is an excellent way to empower women by providing them with knowledge, skills, and resources.
- Promoting personality development, leadership qualities, and the role of women in society requires a multifaceted approach that focuses on personal growth, skill development, and societal awareness.
- Educating women in rural areas about their social and legal rights is a vital step toward empowering them and promoting gender equality.
- Handling grievances related to gender discrimination or women harassment requires a structured and sensitive approach to ensure the safety and well-being of individuals affected.



Dr. Shivani Dubey

Convenor, WGC

GNIOT (Engg. Institute), Greater Noida

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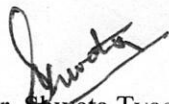
Internal Complaints Committee (ICC)

An Internal Complaints Committee (ICC) is a group established by an organization to address and resolve complaints of sexual harassment in the workplace. It is mandated by the Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013, which applies to all workplaces with more than 10 employees. The ICC is responsible for receiving, investigating, and resolving complaints of sexual harassment at the workplace. It consists of both internal and external members, and at least half of the members must be women. The members of the ICC should be trained to handle complaints in a sensitive and impartial manner. Employees who have experienced sexual harassment can make a complaint to the ICC. The ICC is required to complete the investigation and submit a report to the employer within 90 days. If the ICC finds the complaint to be true, it can recommend action to be taken against the perpetrator, such as warning, suspension, transfer, termination of employment, or even filing a police complaint.

Responsibilities of Internal Complaints Committee (ICC)

- Provide help if an employee or a student chooses to file a complaint with the police.
- Provide an approach of dispute redressal and communication to predict and handle the issues through unbiased and impartial conciliation without wearing away the complainant's rights, and reduce the need for inflicting perspective that can lead to dissatisfaction, isolation, or violence ahead;
- Avoid disclosing the identity of the complainant for the complainant's safety, and give relief by transferring to a different department providing a sanctioned leave, relaxation of attendance requirement, or supervising as required during the lawsuits of the complaint, or also provide for the transfer of the offender.
- Make sure that the victims or witnesses are not discriminated and victimized against while dealing with the complaints of sexual harassment; and
- Make sure of prohibition of recrimination or inimical action against a covered individual because the employee or the student is involved in protected activity.

The ICC is an essential mechanism for preventing and addressing sexual harassment in the workplace and ensuring a safe and respectful work environment for all employees.



Dr. Shweta Tyagi

Convenor, ICC

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