

Nachiketa College of Business Studies

JDA Scheme No.05 Kachnar City Road, Vijay Nagar, Jabalpur (MP)

Run by New Academic Education Society, Address 1277-78, Napier Town, Jabalpur (MP)

Approved by AICTE, New Delhi & Affiliated to Rani Durgawati University, Jabalpur (MP)

NCBS/JBP/2025/211

DATE- 10/07/2025

INTERNAL COMPLAINT COMMITTEE CONSTITUTED UNDER PREVENTION OF SEXUAL HARASSMENT

S.No.	Name & Designation	Role in Committee	Contact No.
(1)	Dr. Smt. Nidhi Jain (Principal NCBS JBP)	Principal	7223961309
(2)	Ms. Richa Shrivastava (Asstt. Prof.)	Member	9584250266
(3)	Mrs. Samreen Ansari (Asstt. Prof.)	Member	9300536113
(4)	Ms. Aashika Soni (Asstt. Prof.)	Member	7224900354
(5)	Dr. Vinay Mishra (Asstt. Prof.)	Member	9827378832
(6)	Mr. Y Anupam Rao	Member	99078 71234

Sexual Harassment Committee

Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. It helps the female staff of the office of working place to address their grievances regarding violence & harassment cases, if any.

The Prevention Sexual Harassment cell is committed to

- Observing the law on Sexual Harassment
- Sensitizing the community on gender issues
- Assisting internal Complaint Committee
- Addressing complaints from victims

The law on sexual harassment

The Central government has enacted a law in 2013 for providing safe environment for women at workplace and addressing the cases of sexual harassment at workplace. The Act may be called as Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and it extends

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to whole of India. The District Court Mau has taken view of the Act and used to follow all the necessary provisions in spirit.

According to the Section 2(n) of the Act the term “sexual harassment” includes any one or more of the following acts:

- Physical contact and advances; or
- A demand or request for sexual favors: or
- Making Sexually coloured remarks; or
- Showing pornography: or
- Any other unwelcome physical, verbal or non- verbal conduct of sexual nature
- Use of electronic media (phone, internet, intranet) for perpetrating any of the above
- Any other unwelcome physical, verbal, or non-verbal conduct of a sexual nature

In view of mandatory provisions of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 following procedure is used to be followed whenever any case of harassment is reported in the District Court Mau:

- There shall be an internal complaints committee which shall consists of a presiding officer and such other members as the employer appoint time to time. However presiding officer shall be a woman and other members must have experience in social work or legal knowledge.
- The aggrieved woman may make a complaint in writing regarding sexual harassment to the internal committee. However if woman is not able to a complaint, her legal heirs and any other person on behalf can make a complaint.
- The complaint committee before initiating enquiry may resolve the matter through conciliation at the request of woman.
- Where settlement has been arrived through conciliation, the committee record the settlement and forward the same to the employer. In such case no further inquiry is required.
- In case conciliation process has not been worked out, the committee shall proceed with the inquiry as per the service rules applicable to him or if the prima facie case exist forward the complaint to the police.
- For the purpose of conducting the inquiry the principles of natural justice shall be observed.

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•On the completion of inquiry if respondent is found responsible the employer may take any or both of the following actions against him:

- Take action for sexual harassment as a misconduct in accordance with the service rules applicable to him.
- To deduct from the salary of respondent such amount as the committee considers appropriate and shall be paid to the victim.