

Internal Complaint Committee (ICC) POLICY

[Based on the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013]

Purpose

This policy aims to provide a safe, respectful and inclusive environment for students, faculty, staff, contractual workers, interns, visitors and other stakeholders.

About IES MCRC

IES Management College and Research Centre (IES MCRC), Bandra, Mumbai, is part of the Indian Education Society. This manual should be customized and formally approved by the Institute before adoption.

Scope

Applies to all institute premises, field visits, internships, educational tours, online interactions and institute-sponsored activities.

Legal Framework

Prepared with reference to the POSH Act, 2013 and applicable UGC regulations.

Definition of Sexual Harassment

Includes unwelcome physical contact, demands for sexual favours, sexually coloured remarks, showing pornography, inappropriate messages, stalking, intimidation, or any other unwelcome conduct of a sexual nature.

Internal Committee

The Institute has constituted an Internal Committee as required by law.

For Year 2026-27, the details are as follows –

Internal Complaint Committee (ICC)

*Dr. Mrunal Joshi
Dr. Suhas Pai
Prof. Deepak Ganachari (Presiding Officer)

PG-B

Mr. Sagnik Rudra
Ms. Safiya Sorathiya

PG-D

Ms. Manasi Pandey
Mr. Sarthak Bhor

Mr. Harshal Bhagwat
Dr. Aruna Sonawane

Complaint Procedure

Complaints should ordinarily be submitted within three months of the incident. The IC shall acknowledge, conduct a fair inquiry, maintain confidentiality and recommend action.

Inquiry

Both parties shall receive an opportunity to be heard. Natural justice shall be followed.

Interim Relief

Transfer, leave, academic or workplace adjustments may be recommended where appropriate.

Confidentiality

Identity of parties and proceedings shall remain confidential except as permitted by law.

False Complaints

Knowingly malicious complaints may invite action. Mere inability to prove a complaint shall not attract penalties.

Awareness

Regular orientation, awareness programmes and sensitization workshops shall be conducted.

Responsibilities

All members of the institute community must maintain professional conduct, report concerns promptly and cooperate with inquiries.

Complaint Form

Complaints can be made –

Online through Google Form on the College Website.

Or

Offline via the form template below addressing to the Presiding Officer and submitted in the Director's Office / Suggestion or Complaint Box at College Campus (4th floor)

Name:

Department:

Contact:

Date(s) of incident:

Description:

Witnesses:

Relief sought:

Signature:

Or

You can reach out to Mr. Harshal – 91 - 7304821731