

SE Society's
SNBP College of Arts Commerce Science & Management Studies
Morwadi-Pimpri, Pune

Internal Complaint Committee
(Anti-Sexual Harassment)

The major functions of the Internal Complaints Committee involve implementing the Policy relating to the prevention of sexual harassment, resolving complaints by the aggrieved and recommending actions to be taken by the employer.

Duties of the Internal Complaints Committee

The Internal Complaints Committee once constituted, plays a pivotal role in the effective implementation of the provisions at the workplace. A general list of duties of the Committee is enumerated as follows:

- Implementation of the Anti-Sexual Harassment Policy at the workplace
- Submit an Annual Report (Including details like the number of case files at their disposal, etc.)
- Bring about awareness about what comprises 'sexual harassment' at the workplace by way of workshops, posters, documents, notices, seminars, etc.
- Publicize the policy framework effectively
- Provide the victims with a safe and accessible mechanism of complaint
- Initiation of inquiry at the earliest
- Redress the complaints in a judicious manner
- Provide interim relief to the complainant
- Provide an opportunity for conciliation wherever possible
- Stick to the principles of natural justice at all stages of the proceedings
- Whenever required, forward the complaint to the police
- Submit the inquiry report along with recommendations
- Maintain confidentiality in regard to the proceedings taking place before the Committee

Internal Complaint Committee (2021-22)

Sr. No.	Name	Designation	Mail ID	Mobile No.
1	Dr. Vrishali Bhosale	Chairperson	snbpacs@gmail.com	7774059645
2	Adv. Rutuja Bhosale	Member	snbpacs@gmail.com	7774059645
3	Ms. Umeshwari Patil	Member	umeshwari_patil@rediffmail.com	9604789565
4	Ms. Prema Shingate	Member	Premabhosale1987@gamil.com	9561868624
5	Mrs. Meghna Mane	Member	Meghamadhale@gmail.com	9975734776