

RISHIHOOD UNIVERSITY
INTERNAL COMPLAINTS COMMITTEE

1. In accordance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2023, the following Internal Complaints Committee has been constituted at Rishihood University:

Sl No	Name	Designation	Contact Details
(a)	Dr Kavita Gupta, Associate Professor, SoEn	Presiding Officer	kavita.g@rishihood.edu.in
(b)	Dr M Chitra, Associate Professor, SoEn	Member	chitra.m@rishihood.edu.in
(c)	Dr Shubhangni Jain, Assistant Professor, SoEd	Member	shubhangni.j@rishihood.edu.in
(d)	Ms Umang Suri, Assistant Manager (HR)	Member	umang.s@rishihood.edu.in
(e)	Dr R Malviya, Librarian and Proctor	Member	ramanand.m@rishihood.edu.in
(f)	Mr Faiyyaz Khan, Assistant Professor, SoCr	Member	faiyyaz.k@rishihood.edu.in
(g)	Dr Neha Gupta, Member, NGO (BVP)	Member	nehajindal529@gmail.com

2. Process of making complaint of sexual harassment. An aggrieved person is required to submit a written complaint online or otherwise Pto the ICC within three months from the date of the incident and in case of a series of incidents within a period of three months from the date of the last incident.

Provided that where such complaint cannot be made in writing, the Presiding Officer or any Member of the ICC shall render all reasonable assistance to the person for making the complaint in writing.

Provided further that the ICC may, for reasons to be accorded in the writing, extend the time limit not exceeding three months, if it is satisfied that the circumstances were such which prevented the person from filing a complaint within the said period.

Friends, relatives, colleagues, co-students, psychologist, or any other associate of the victim may file the complaint in situations where the aggrieved person is unable to make a complaint on account of physical or mental incapacity or death.

Date: 08 June 2023



Registrar
Rishihood University