



# Maharaja Ranjit Singh Punjab Technical University

Badal Road, Bathinda -151001

(Established by Govt. of Punjab vide Punjab Act No. 5 of 2015)

ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ, ਬਾਦਲ ਰੋਡ, ਬਠਿੰਡਾ।

Ref No. MRSPTU/ICC/ 22-23/05

Date 14-02-2023

## Internal Complaints Committee (ICC)

Email ID: [icc@mrsptu.ac.in](mailto:icc@mrsptu.ac.in)

Maharaja Ranjit Singh Punjab Technical University, Bathinda has constituted Internal Complaints Committee (ICC) vide letter Ref. No. Uni/Estb./565/5255, dated 05-12-19 and revised it through order no. Uni./Estb./1176/3353, dated 02/12/2022 for gender sensitization against sexual harassment with the directions of the University Grants Commission for the University and its constituent colleges.

The main objectives of ICC are to:

1. Create awareness among all employees and students in regard to equality in law, social system and democratic activities.
2. Built self-esteem and dignity among girl students and lady faculty & staff members.
3. Make the young boys and girls gender sensitive and create positive values that supports the girls and their rights.
4. Prevent discrimination and sexual harassment by promoting gender equality among students and employees.
5. Investigate every formal written complaint of sexual harassment.
6. Take appropriate remedial measures to respond to any substantiated allegations of sexual harassment.
7. Discourage and prevent employment-related sexual harassment.
8. The cell also aims to enhance understanding of issues related to women and to make the Institution a safe place for women students.

Following is the list of committee members along with their contact details.

Sr. No.	Name of Committee Members	Design.	Mobile No.	E-mail ID
1.	Dr. Sarbjeet Kaur Bath, Professor Deptt. of Electrical Engg., GZSCCET MRSPTU, Bathinda	Presiding officer	94638-36070	<a href="mailto:icc@mrsptu.ac.in">icc@mrsptu.ac.in</a> <a href="mailto:sjkbath.gzscctet@mrsptu.ac.in">sjkbath.gzscctet@mrsptu.ac.in</a>
2.	Dr. Shaveta Rani, Professor, Deptt. of CSE, GZSCCET, MRSPTU, Bathinda	Member	82840-11796	<a href="mailto:garg_shavy@mrsptu.ac.in">garg_shavy@mrsptu.ac.in</a>
3.	Dr. Harish Kumar Garg, Professor Deptt. of Mechanical Engg., GZSCCET, MRSPTU, Bathinda	Member	87250-72313	<a href="mailto:harishgarg@mrsptu.ac.in">harishgarg@mrsptu.ac.in</a>
4.	Sh. Chander Gagandeep Singh Assistant, Registrar (Accounts) GZSCCET MRSPTU, Bathinda	Member	87250-72461	<a href="mailto:araccts.gzs@mrsptu.ac.in">araccts.gzs@mrsptu.ac.in</a>
5.	Smt. Rekha Garg, Lab Supdt. ECE Deptt., GZSCCET MRSPTU, Bathinda	Member	83600-36467	<a href="mailto:rekhagarg.ece@mrsptu.ac.in">rekhagarg.ece@mrsptu.ac.in</a>
6.	Ms. Shilpa Kumari, Research Scholar, Deptt. of Pharmaceutical Sci. MRSPTU Bathinda	Member	98050-08463	<a href="mailto:thakurshilpa156@gmail.com">thakurshilpa156@gmail.com</a>
7.	Ms. Simran Sidhu, Roll No. 211190027, Food Science & Tech. 2 <sup>nd</sup> Year, PG Student, MRSPTU, Bathinda	Member	86075-51817	<a href="mailto:simmusidhu97@gmail.com">simmusidhu97@gmail.com</a>
8.	Ms. Navneet Kaur, Roll No. 99200340016, B. Tech. (EE) Student GZSCCET, MRSPTU, Bathinda	Member	97815-23302	<a href="mailto:navneetkaur99217@gmail.com">navneetkaur99217@gmail.com</a>
9.	Sh. Sukhdeep Singh Bhinder M.A., L.L.B., PMIR, Advocate Punjab & Haryana High Court, #2376, Sector-65, S.A.S Nagar, (Mohali)-160062	Member	98140-74117	<a href="mailto:bhinderss@gmail.com">bhinderss@gmail.com</a>

*S. Bath*  
14-2-23  
Presiding Officer  
ICC, MRS PTU, Bathinda.





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Ref No. MRSPTU/ICC/\_\_\_\_\_

Date \_\_\_\_\_

For any query or to file a complaint, you can contact any member of the ICC.

## Who can make the complaint

- Any employee faculty and staff (including contractual, casual or temporary) or any student (male or female) or any women residing in GZSCCET/MRSPTU Bathinda or visiting the campus in any capacity may file a complaint against an incident of sexual harassment.

## Sexual Harassment includes

- Physical contact
- Abusive Sounds
- Making sexually coloured remarks
- Using sexually abusive language or signs in the presence of woman employee;
- Showing pornography or the likes
- Stalking
- vulgar/indecent jokes, phone calls, text messages, e-mails,
- Physical confinement or touches against the will and likely to intrude upon one's privacy; or
- Demand or request for sexual favours.

## The Complaint mechanism

- Any aggrieved woman/employee may make, in writing, a complaint of sexual harassment at workplace to the Complaints Committee, within a period of three months from the date of incident and in case of a series of incidents, within a period of three months from the date of last incident.
- The time limit may be extended for another three months if the CC is satisfied with the reasons for non-filing.
- If woman is unable to make a complaint in writing, CC to provide assistance.

## How and where to file a complaint?

- The person concerned can personally approach/telephone/write/e-mail to any member of ICC followed by the submission of a formal written complaint as a hard copy addressed to the Presiding Officer, ICC within 90 days of the incident about which the complaint is filed. The Complainant shall submit minimum six copies of the complaint.

*AB*  
14-2-23



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### The written complaint

- The complaint by the aggrieved person should contain all the material and relevant details concerning the alleged sexual harassment which includes
- Date and time of the incident
- The place where it occurred
- Name and contact information of the accused
- Name and contact information of witnesses
- Detailed description of the incident

All information related to a complaint will be kept strictly confidential.

For more details, please follow this link to download and read the book:

<https://dor.gov.in/circulars/handbook-sexual-harassment-women-workplace>



# HANDBOOK

On

## Sexual Harassment of Women at Workplace

(Prevention, Prohibition and Redressal) Act, 2013

for Employers / Institutions / Organisations/  
Internal Complaints Committee / Local Complaints Committee



Government of India  
Ministry of Women and Child Development

NOVEMBER 2015

*Handwritten signature and date:*  
14-2-23

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3/3