



# ગુજરાત કેન્દ્રીય વિશ્વવિદ્યાલય

(भारत की संसद के अधिनियम सं. 25, 2009 के तहत स्थापित)

## CENTRAL UNIVERSITY OF GUJARAT

(Established by an Act of Parliament of India, No 25 of 2009)

By Speed Post/Regd.Post/By Hand

F. No.9-38/2019-ACD

Date: 23/10/2024

### Notification No.24 /AA-2024-25

**Sub: Re-constitution of Internal Complaint Committee (ICC) of Central University of Gujarat.**

**Ref.: Approval of Hon'ble Vice Chancellor dated 21.10.2024.**

As per the provisions contained in the UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations 2015 and with the approval of the competent authority, the Internal Complaint Committee of the University is reconstituted for the residual period or till further orders whichever is earlier, as under.

1	Presiding Officer (Nominated by Executived Authority)	Prof. Sarita Agrwal, SSS (up to 05.05.2025)
2	Faculty Members (Nominated by Executive Authority)	1. Dr. Manoj Vanara, Associate Professor, DSSTIP, SSS (up to 22.10.2027) 2. Dr Shilpa Popat, Assistant Professor, SoE (up to 30.04.2026)
3	Non-Teaching Employee (Nominated by Executive Authority)	1. Mr. Jagdish Parmar, Section Officer, Admission and Evaluation Dept. (up to 22.10.2027) 2. Ms. Deepika Sharma, Hindi translator, Rajbhasha Cell (up to 30.04.2026)
4	Three elected students (If the matter involves students)	To be provided by DSW (As per communicated on dated 22.10.2024)
5	NGO Representative	Dr. Neela Dongre, Social Worker, President, Siksha Sanskriti Utthan Nyas, Vadodara (till 22.10.2027)

The Internal Complaints Committee will function strictly in accordance with the provisions of UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations 2015.

સેક્ટર-29, ગાંધીનગર-382030, ફોન નં - 07923977407, ફેક્સ-07923260076

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Email: registrar@cug.ac.in, website: www.cug.ac.in





# गुजरात केन्द्रीय विश्वविद्यालय

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### Terms of reference,

1. Handle complaints of sexual harassment from female students and employees.
2. Conduct inquiries and provide recommendation for action as per prescribed provisions which are as follows,
  - The ICC shall, upon receipt of the complaint, send one copy of the complaint to the respondent within a period of seven days of such receipt.
  - Upon receipt of the copy of the complaint, the respondent shall file his or her reply to the complaint along with the list of documents, and names and addresses of witness within a period of ten days.
  - The inquiry has to be completed within a period of ninety days from the receipt of the complaint. The inquiry report, with recommendations, if any, has to be submitted within ten days from the completion of the inquiry to the executive authority. Copy of the findings or recommendation shall also be served on both parties to the complaint.
  - The Executive Authority of the HEI shall act on the recommendation of the committee within a period of thirty days from the receipt of the inquiry report, unless an appeal against the finding is filed within that time by either party.
  - An Appeal against the finding or/ recommendations of the ICC may be filed by either party before the Executive Authority of the HEI within a period of thirty days from the date of the recommendation.
  - If the Executive Authority of the HEI decides not to act as per the recommendation of the ICC, then it shall record written reasons for the same to be conveyed to ICC and both the parties to the proceedings. If on the other hand it is decided to act as per the recommendations of the ICC, then a show cause notice, answerable within ten days, shall be served on the party against whom action is decided to be taken. The Executive Authority of the

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HEI shall proceed only after considering the reply or hearing the aggrieved person.

- The aggrieved party may seek conciliation in order to settle the matter. No monetary settlement should be made as a basis of conciliation. The HEI shall facilitate a conciliation process through ICC, as the case maybe, once it is sought. The resolution of the conflict to the full satisfaction of the aggrieved party wherever possible, is preferred to purely punitive intervention.
- The identities of the aggrieved party or victim or the witness or the offender shall not be made public or kept in the public domain especially during the process of the inquiry.
- 3. Ensure a safe and secure environment for women in the campus.

This is issued with the approval of the Competent Authority.

Registrar (Offg.)

### Copy to: (By Email)

1. All Concerned members
2. DSW
3. Proctor/ Provost
4. Special Cell
5. All teaching/Non-Teaching Staff
6. DSW Office- **with a request to disseminate among students**
7. DR-(A&A)
8. Academic and Authority Dept.
9. ICT Dept - **For uploading it on University Website**
10. VC Secretariat
11. Notification File
12. Guard File