

File:GE/HE/DG OFFICE/2024/118

Dated: 14.11.2024

OFFICE ORDER

Internal Complaints Committee (ICC) for Academic Year 2025-2026

Principal GCAD, Principal GIET, Principal GCP

1. Reference:

(a) Sexual Harassment of Women employees & Students at Workplace (Prevention, Prohibition and Redressal) **Act, 2013.**

(b) **AICTE Notification No. FAICTE/WH/2016/01** dated 10 June 2016 (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women employees. and Students and Redressal of Grievances in Technical Institutions), **Regulations, 2016.**

2. Gateway Education has ZERO tolerance policy against sexual harassment. The Internal Complaints Committee (ICC) is hereby reorganized according to the norms specified in the **Act, 2013 & Regulations, 2016 (References (a) & (b) above)** as under:-

Internal Complaints Committee (ICC)

S.No	Name	Nomination Type	Appointment	Contact
1	Ms. Mohini Ghosh (AS & H Cell)	Chairperson	Members	8580755126
2	Ms. Sunita Saini (GIET)	Faculty Representatives		9896313278
3	Ms. Tanya Panghal (GCAD)			9001873902
4	Ms. Rachna Dhaka (GIET)			9467483831
5	Dr. Rahul Sharma (GCP)			9416794677
6	Ms. Geeta Kukreja (GIET)			9999574806
7	Mr. H.S.Gandhi (GCAD)	Staff Representatives		8168269166
8	Miss. Neha Saha Sikdar (GCAD)	Student Representatives		9933014259
9	Miss. Harshika (GIET)			7015833781
10	Mr. Pratyush Raj (GCAD)			7462862371
11	One member from amongst Non-Government Organization or Associations committed to the cause of women or a person familiar with the issues relating to sexual harassment	On receipt of the complaint, the said member by name would be nominated by the Executive Authority based on his/her availability		

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Campus :


Gateway Education, Sector-11
Delhi-NCR, Sonipat-131001

Corporate Office :

D-11, Prashant Vihar, Rohini
New Delhi-110 085

3. Roles and Responsibilities (ICC)

- (a) To deal with complaints received from women employees and students. Based on the complaints, ICC shall carry out an enquiry, attempt to resolve the problem through counseling, recommend appropriate punitive action against perpetrators to the competent authority and provide assistance to the victims. The issues shall be dealt with diligence and with due confidentiality.
 - (b) To act as Inquiry Authority on a complaint of sexual harassment
 - (c) To ensure that complainant and witnesses are not victimized or discriminated against because of their complaint.
 - (d) To address issues concerning women's specific needs at the workplace.
 - (e) To organize various activities such as lectures and discussions promoting gender equality and amity.
 - (f) To take proactive measures towards sensitization of all those, whose workplace is Gateway Education on the rules of Sexual Harassment of Women employees & Students at Workplace (Prevention, Prohibition and Redressal) Act, 2013.
 - (g) The detailed modalities are covered under AICTE Notification No. F.AICTE/ WH/ 2016/01 dated 10th June 2016 (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women employees and Students and Redressal of Grievances in Technical Institutions), **Regulations, 2016**
4. The committee will be responsible for redressal of complaints and take proactive measures to exterminate the problem. The Chairperson & every member of ICC shall hold office for a period not exceeding than a year or as specified by the undersigned.
 5. The above Committee will be responsible to the Director General with immediate effect and submit a monthly report to his office on 1st of every month in the format attached.
 6. This Office Order supersedes Office Order No. GE/HE/DG OFFICE/2024/10 dated 08 Feb 24.


Dr. (Col) A Garg
Director General
Gateway Education
(Head of the Institution)

Encl: As above

Distribution: Chairperson-ICC, All concerned members-ICC

Director Admissions & Placements, All faculty & Staff members, Academic Coordinator (GCAD), Dean Academics, Dean SW, Dean R&D, HoD DCS (GIET), HoD DMS (GIET), Administrative Officer (GCAD), Deputy Registrar (GIET), Administrator (GIET), Head HR & Placement.

Copy to: Chairman, Executive Chairman & Executive Directors

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