Millia Institute of Technology

Rambagh, Purnea-854302 (Bihar)

(A Unit of Millia Educational Trust, Rambagh, Purnea)

Land line No.: 06454-240433, 240434 Website:http://mitpurnia.org Email:mitpur_rb07@yahoo.com

Ref. No. MIT/IEC/360/43/26 INTERNAL COMPLAINT COMMITTEE Date : 03/10/2026

Internal Complaint Committee is constituted as per the guidelines of Supreme Court, UGC, and Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013, to provide protection against discrimination and sexual harassment of women at workplace and for the prevention and Redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto. The Internal Complaint Committee will be responsible for the Redressal of complaints made by employees and ensure time-bound treatment of the complaints as provided in the Act.

Objective: The objectives of the Internal Complaint Committee to Prevent **Sexual Harassment** of Women at the institute. **Structure & Constitution of the Internal Complaint Committee shall be as under:**

INTERNAL COMPLAINT COMMITTEE MEMBERS

Sl. No.	Name	Position	Contact Details
1	Mrs. Yashodhra	Chairperson	+91 8218121344
2	Mrs. Sakshi Priya	Member Secretary	+91 9279486095
3	Mr. Nishad Akhtar	Member	+91 933 490 2320
4	prof. Arvind Anand	Member	+91 913182285
5	Mr. Sanjeet Kumar	Member	+91 8877758242
6	Mr. Nizamul	Member	+91 8986445826
7	Mehar Hassan	Member	+91 9471676263
8	Subham Kumar	Member	+91 6204447233
9	Prof. S.N. Bhagat	External Member	+91 6203347552

Millia Institute of Technology ESTD-2002 Rambagh, Purnea-854302

3/10/26

Principal
Millia Institute of Technology
Rambagh, Purnea

Meetings: The Member Secretary shall, with the approval of the Chairman of the Committee convene the meetings of the internal complaint Committee at least twice in a year and on such other occasions as may be necessary. Member Secretary shall with the approval of the Chairman of the Committee prepare the agenda for the meeting.

Roles & Responsibilities: Without prejudice to the generality of functions mentioned, the Roles & Responsibilities of Internal Complaint Committee is as under.

- To develop a policy against sexual harassment of women at the Institute.
- Prevent discrimination and sexual harassment, by promoting gender amity among students and employees.
- Make recommendations to the management for changes/elaborations in the Rules in the student hand book and Employees hand book, to make them gender just and to lay down procedures for the prohibition, resolution, settlement and prosecution of acts of discrimination and sexual harassment, by the students and the employees.
- To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures.
- Deal with cases of discrimination and sexual harassment against women, in a time bound manner, aiming at ensuring support services to the victimized and termination of the harassment.
- Recommend appropriate punitive action against the guilty party to the Management.
- To evolve a permanent mechanism for the prevention and Redressal of sexual harassment cases and other acts of gender-based violence at the Institute.
- To uphold the commitment of the Institute to provide an environment free of gender-based discrimination.

Principal
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