



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान
National Institute of Fashion Technology
स्थापना विभाग, निफ्ट मुख्यालय
Establishment Department, NIFT Head Office
हौज़ खास, नई दिल्ली
Hauz Khas, New Delhi

No. 1275(1)/NIFT/HO/Estt.II/Constitution of ICC/2019

Dated the 19th December, 2020
21st

OFFICE MEMORANDUM

Sub: Constitution of Internal Complaints Committee (ICC) in respect of the employees of NIFT - Head Office, and Group 'A' and 'B' officials of NIFT Campuses under Section 4 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 - reg.

Under the provisions of Section 4 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and in supersession of Office Order No. 1312(233)/Admn/Internal Complaints Committee/NIFT/2013/HO dated 15th April, 2019, DG-NIFT has reconstituted the Internal Complaints Committee (ICC) in respect of the employees of NIFT Head Office, and Group 'A' and 'B' officials of all NIFT Campuses as under:

- i) Prof (Dr) Sharmila Dua, NIFT Delhi - Chairperson
- ii) Prof (Dr) Shinju Mahajan, NIFT Delhi - Member
- iii) Shri Akhil Sahai, Joint Director, NIFT Bhopal – Member Convenor
- iv) Ms. Anvita Kumari, Deputy Director(F&A), NIFT Patna, Member
- v) Ms. Indu Bala Sinha, Senior AOL faculty and Trustee of SSTP

2. The tenure of the ICC – HO shall be for a period of three years from the date of issue of this OM.

3. On receipt of a complaint, the ICC shall conduct necessary enquiries in accordance with the Vishakha Guidelines as well as 'Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act' ('the Act') to ascertain the truth of the allegations by collecting documentary evidence and recording statements of possible witnesses including the complainant. The ICC shall then submit the preliminary enquiry report to the Competent Disciplinary Authority along with all the original documents produced during the preliminary enquiry proceedings. In case the allegations do not appear to be in the nature of sexual harassment, the ICC may refer the matter to the Registrar for appropriate action.

3. In case of a complaint is related to a campus in which member(s) of the Committee is/are working, the said ICC member shall not participate in that specific enquiry. In such a case, another member shall be nominated by the DG-NIFT.

4. This issues with the approval of the Competent Authority.



(Prof. Suhail Anwar, PhD)
Registrar

To

- 1) All Members of the ICC
- 2) All Campus Directors with the request to bring the above to the notice of all concerned for information and compliance
- 3) CVO / Dean(A) / Director (HO) / Director(F&A) / Director (NRC/IT)
- 4) Joint Director (HO) /Deputy Director (Estt) / Legal Officer / Vigilance Officer
- 5) PS to DG-NIFT
- 6) Guard file