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## OFFICE OF THE PRINCIPAL

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From:

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### Report of Prevention of Sexual Harassment Committee

(Internal Complaint Committee (ICC)



The Internal Complaint Committee (ICC) was established to provide a safe and confidential platform for employees and students to report complaints of sexual harassment. This report summarizes the activities and outcomes of the ICC for the academic year 2023-24.

## Objectives

The objectives of the ICC are:

1. To provide a fair and transparent mechanism for addressing complaints of sexual harassment.
2. To ensure that all complaints are addressed promptly and efficiently.
3. To promote a culture of respect, empathy, and inclusivity within the institution.

The Minutes of the ICCMeeting held on 25/01/2024

1. To conduct regular workshops and awareness programs for employees and students on the prevention of sexual harassment.
2. To distribute information brochures and posters on the ICC and its activities.
3. To ensure that the ICC's contact information was widely publicized and easily accessible.

## Outcome

The ICC did not receive any complaints of sexual harassment during the academic year 2023-24.

## Observations

The fact that no complaints were received suggests that the institution has a positive and supportive environment, where employees and students feel comfortable and valued. However, the ICC remains vigilant and committed to providing a safe and confidential platform for reporting complaints, should the need arise.

## Recommendations

To ensure that the ICC remains effective and relevant, the following recommendations are made:

1. Continue to promote awareness about the ICC and its activities through regular workshops and awareness programs.

2. Review and update the sexual harassment policy to ensure that it remains fair, transparent, and effective.

## Conclusion

The ICC has remained committed to providing a fair and transparent mechanism for addressing complaints of sexual harassment, despite not receiving any complaints during the year 2023-24. The committee will continue to remain vigilant and proactive in promoting a culture of respect, empathy, and inclusivity within the institution.

Respectfully submitted,



Mrs. Minati Barman

Chairperson, Internal Complaint Committee



Principal

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