



তথ্য সীজা পল মনিপুর মহিলা কলেজ
TATHOT SIJA PAUL MANIPUR WOMEN'S COLLEGE

Mongshangei, Imphal West

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Ref. No.

Date

OFFICE MEMORANDUM

The 6th September, 2022

No: 107/TSPM-WC/ICC/2022-23: The Internal Complaint Committee (ICC) of T. S. Paul Manipur Women's College is constituted with the following members for a period of three years. The committee shall meet twice in a year.

SL. NO.	NAME	DESIGNATION	CAPACITY
1	Th. Nandita Devi	Principal	Chairperson
2	Dr. N. Urmila Devi	Assistant Professor, Political Science	Convener
3	Saroja Yumnam	Assistant Professor, Education	Co-Convener
4	Y. Bijayalaxmi Devi	Assistant Professor, Zoology	Member
5	Rommi Rajkumari	Assistant Professor, Botany	Member
6	Kh. Dhiren Singh	Assistant Professor, Physics	Member
7	Thangjam Surchandra	Assistant Professor, Biotechnology	Member
8	A. Seiginita Devi	Non-teaching staff	Member
9	Koijam Sheitabati Devi	Non-teaching staff	Member
10	Th. Somaliya	Student	Member
11	Nandita Sougajam	Student	Member
12	Yumnam Dianagrace	Student	Member
13	Bunty Lourembam	NGO Member (One stop Centre, Under Dept. of Social Welfare, Government of Manipur)	External Member

Copy to

1. Chairman, G.B.
2. Secretary, G. B.
3. Coordinator, IQAC
4. Web Content Manager
5. Members Concerned
6. Guard file
7. Notice Board

Th. Nandita Devi

Th. Nandita Devi
(Principal)

T. S. Paul Manipur Women's College

Principal
T.S. Paul Manipur Women's College
Mongshangei, Imphal-West
Assam

OFFICE OF THE PRINCIPAL
T. S. PAUL MANIPUR WOMEN'S COLLEGE
MONGSHANGEL, IMPHAL WEST

Minutes of the ICC Meeting

The 24th January 2023

No: 107/TSPM-WC/ ICC/ 2022-23/ 02: Minutes of the ICC meeting held on 24th January 2023 at 11:00 a.m. with Principal, Th. Nandita Devi in the chair at the conference hall of the college.

Members present: All the members of the committee were present.

Agenda for the meeting is appended below:

1. Review of minutes of the previous meeting
2. Action taken report on the decisions of the previous meeting
3. Observation of International Women's Day on March 8th 2023
4. Misc.

The principal of the college welcomed the members of the ICC and began the meeting.

Some of the points discussed in the meeting are as follows;

1. Chairperson of the ICC reviewed the minutes of the previous meeting and asked for the compliance of the resolutions made.
2. Dr. N. Urmila Devi, informed that as discussed in the previous meeting, anti-sexual harassment posters have been displayed in all important and common areas of the college with the help of the student members in an attempt to create awareness among the students and the employees regarding sexual harassment and to create a safe zone for everyone.
3. She also informed that no case regarding sexual harassment of women was reported in the campus.
4. International Women's Day is significant in its ability to inspire and empower women, raise awareness about gender-based inequalities, and mobilize action to address these

issues. It serves as a reminder of the progress made towards gender inequality while also acknowledging the challenges and barriers that women continue to face.

5. Raising awareness on women and girls' issues is crucial for promoting gender equality, empowering women, and creating a more inclusive and equitable society.

The following resolutions were made and agreed upon following thorough discussion;

1. Observe International Women's Day on March 8th 2023.
2. Implement welfare for women and girls as it is essential for promoting their well-being, empowering them economically and socially, and ensuring their full participation in society.

The convenor of ICC, Dr. N. Urmila Devi, informed the date of the next meeting in the second week of July 2023. The meeting ended with a formal vote of thanks from the chair.



(Th. Nandita Devi)

Principal

T. S. Paul Manipur Women's College

Principal

T.S. Paul Manipur Women's College

Mongshangei, Imphal-West

Manipur

OFFICE OF THE PRINCIPAL
T. S. PAUL MANIPUR WOMEN'S COLLEGE
MONGSHANGEL, IMPHIAL WEST

Minutes of the ICC Meeting

The 15th September 2022

No: 107/ TSPM-WC/ ICC/ MOM/ 2022-23/ 01: Minutes of the ICC meeting held on 15th September 2022 at 1:00 p.m. with Principal, Th. Nandita Devi in the chair at the conference hall of the college.

Members present: All the members of the committee were present.

Agenda for the meeting is appended below:

1. Framing rules on complaint of women's harassment
2. To conduct interaction programmes with students and the women faculty members

The meeting commenced with a formal address by the principal about the importance of having an Internal Complaint Committee in the college and welcomed the members of the committee.

Points discussed in the meeting are as follows;

1. Any aggrieved woman may make, in writing, a complaint of sexual harassment at workplace to the Internal Complaint Committee within a period of three months from the date of incident.
2. In case of a series of incidents, complaints can be made within a period of three months from the date of last incident.
3. In cases where such complaint cannot be made in writing, the Presiding Officer or any Member of the Internal Committee or the Chairperson or any Member of the Local Committee shall render all reasonable assistance to the woman for making the complaint in writing.
4. Host interactive sessions where students and women faculty members can directly engage with the ICC members.

5. Create a safe environment for students and women employees by building a culture of trust and transparency by actively listening to their feedback and addressing their queries promptly.

After thorough discussion the following resolutions were unanimously agreed upon:

1. Display of anti-sexual harassment posters in common areas of the college to create an awareness on sexual harassment.
2. Take note of any events of sexual harassment inside the college campus and outside the campus as well.

The convenor of ICC, Dr. N. Urmila Devi, informed the date of the next meeting and it is unanimously decided in the second week of January 2023. The meeting ended with a formal vote of thanks from the chair.



(Th. Nandita Devi)

Principal

T. S. Paul Manipur Women's College

Principal

T.S. Paul Manipur Women's College
Mongshangei, Imphal-West
Manipur



T. S. PAUL MANIPUR WOMEN'S COLLEGE
Mongshangei, Imphal West

**ANTI-RAGGING CELL & INTERNAL COMPLAINTS
CELL**

**ANNUAL REPORT
2022-2023**

ANTI-RAGGING & INTERNAL COMPLAINTS CELL

The Anti- Ragging & Internal Complaints Cell of the college was established in the year 2016 to inculcate the culture of ragging and sexual harassment free environment in the campus. Ragging, eve-teasing and harassment are actions that undermine the dignity of individuals, and they are strictly prohibited in the campus with zero tolerance.

Objectives of Anti- Ragging & Internal Complaints Cell

1. To prevent any form of ragging and harassment within the institution.
2. To conduct awareness programmes about the harmful effects of ragging and the legal consequences associated with it.
3. To promote a social and psychological environment to raise awareness on sexual harassment in its various forms.
4. To serve as a platform for students to report incidents of ragging or harassment, investigate and take disciplinary action against offenders.
5. To create a secure physical and social environment to deter any act of sexual harassment.
6. To evolve a permanent mechanism for the prevention and redressal of ragging and sexual harassment cases and other acts of gender based violence at the college.

Anti-Ragging Committee

The Anti-Ragging Committee is constituted with the Principal of the college in the chair and the following members to look into all incidents related to ragging:

1. Principal
2. IQAC Coordinator
3. Four senior faculty members
4. Student representative
5. Supporting staff representative

COMMITTEE MEMBERS (2022-23)

SL. NO.	NAME	DESIGNATION	RESPONSIBILITY
1	Th. Nandita Devi	Principal	Chairperson
2	Dr. N. Urmila Devi	Assistant Professor, Political Science	Convener
3	Y. Pramo Devi	Assistant Professor, History	Co-Convener
4	Dr. Bijaya Thongatabam	Coordinator, IQAC	Member
5	K. Brajamani Singh	Assistant Professor, Geography	Member
6	Thoudam Sandhyarani	Non-teaching staff	Member
7	Preety Yumnam	Student	Member
8	Deepashree Thokchom	Student	Member
9	Echan Maisnam	Student	Member

Preventive measures against ragging:

First and foremost, students who are being ragged and those who see the act being done are encouraged to raise their voice against ragging. This is achieved through display of, "Anti-Ragging Posters" across the college campus. An anti-ragging squad with designated teacher and students is set up to keep a watch on ragging in the campus. Their names are not disclosed.

Punishments:

The college stands proactive towards maintaining a ragging free campus. However, despite the preventive measures, if ragging occurs then it is dealt with utmost strictness. Punishments for ragging are in accordance with the UGC guidelines. These include:

- Suspension from attending classes
- Debarring from appearing in college and university examination
- Withdrawing scholarships and fellowships

- Rustication from the college for a specific time period
- Debarred from representing the college in any regional/ state/ National level competitions

SEXUAL HARASSMENT OF WOMEN AT WORKPLACE (PREVENTION, PROHIBITION AND REDRESSED) ACT, 2013

Following the enactment of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressed) Act, 2013 and its notification by Government of India, the Governor of Manipur issued a notification No. 1/3/2013- Rules/DP (b), dated 28th of January 2014 to constitute Internal Complaints Committee (ICC) in all workplaces.

Sexual harassment shall include any one or more of the following unwelcome acts or behaviours (whether directly or by implication):

- (a) Any unwelcome physical verbal or non-verbal conduct of sexual nature.
- (b) A demand or request for sexual favours;
- (c) Making sexually coloured remarks;
- (d) Showing pornography; or
- (e) Physical contact and advances

Further, the following circumstances may also amount to sexual harassment if it occurs or is present in relation to any other act of sexual harassment:

- (a) Implied or explicit promise of preferential treatment
- (b) Implied or explicit threat of detrimental treatment
- (c) Implied or explicit threat about present or future
- (d) Creating an intimidating offensive or hostile learning environment

(e) Humiliating treatment likely to affect health, safety dignity of person concerned.

Complaint of Sexual Harassment

Any aggrieved woman may make, in writing, a complaint of sexual harassment at workplace to the Internal Complaint Committee within a period of three months from the date of incident and in case of a series of incidents, within a period of three months from the date of last incident. Provided that where such complaint cannot be made in writing, the Presiding Officer or any Member of the Internal Committee or the Chairperson or any Member of the Local Committee, as the case may be, shall render all reasonable assistance to the woman for making the complaint in writing:

Internal Complaints Committee (ICC)

All complaints of regarding sexual harassment are to be routed through the Internal Complaints Committee. The ICC is to be comprised of:

1. A Presiding Officer - a woman faculty member employed at a senior level at the educational institution
2. Not less than two teaching employees and two non-teaching employees preferably committed to the cause of women or who have had experience in social work or have legal knowledge.
3. Not less than three students, who shall be enrolled at the undergraduate level.
4. One Member - from amongst NGOs or associations committed to the cause of women or a person familiar with issues relating to sexual harassment.

5. One half of the total Members nominated should be women.
6. The Presiding officers and every member of the committee will continue on the committee for a period not exceeding three years.

COMMITTEE MEMBERS (2022-23)

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5	Rommi Rajkumari	Assistant Professor, Botany	Member
6	Kh. Dhiren Singh	Assistant Professor, Physics	Member
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9	Koijam Sheitabati Devi	Non-teaching staff	Member
10	Th. Somaliya	Student	Member
11	Nandita Sougaijam	Student	Member
12	Yumnam Dianagrace	Student	Member
13	Bunty Lourembam	Member, One stop Centre, Under Department of Social Welfare, Government of Manipur	External Member

ANTI- RAGGING & INTERNAL COMPLAINTS CELL

REPORT 2022-23

The functions of Anti-Ragging & Internal Complaints Cell will be to keep a vigil and stop the incidences of ragging and sexual harassment, if any, happening / reported in the places where students and staffs aggregate including, classrooms, canteens, campus, library, office etc. The members will also educate the students, faculties and staffs at large by adopting various means about the menace of ragging and sexual harassment and related punishments there to.

The Anti-Ragging & Internal Complaint Cell employs a diverse range of positive reinforcement activities such as display of contact numbers in prominent areas around the campus. Contact numbers are also featured in the college website for reporting ragging and sexual harassment. During induction programs for new students, the importance of reporting ragging and sexual harassment is highlighted and the relevant contact numbers are provided laying emphasis on the institution's commitment to maintaining a safe and respectful environment for all members. Anti- ragging and Anti-sexual harassment posters have been displayed in all important and common areas of the college to create awareness among the students and the employees regarding ragging and sexual harassment.

No case on ragging and sexual harassment were reported in the campus during 2022-23.

Continuing its effort to promote awareness about ragging and sexual harassment the Anti-Ragging & Internal Complaint Cell of T. S. Paul Manipur Women's College organises programmes from time to time to create a culture of accountability, safety, and respect within the campus community. A one day talk programme on, "Crime against women through social media" was organised on 18th March 2023 to inspire and empower women, raise awareness of the crimes and atrocities women encounter and mobilize action to address these issues. Pooja Elangbam (IAS), SDO Porompat, Imphal East and Ratna Ngasepam (MPS), Addl. S. P., Investigative Unit for Crime Against Women spoke at length on the crimes faced by women

today. It serves as a reminder of the progress made towards gender inequality while also acknowledging the challenges and barriers that women continue to face. Raising awareness on women and girls' issues is crucial for promoting gender equality, empowering women, and creating a more inclusive and equitable society.

“Safeguarding Dignity, Fostering Respect: Zero Tolerance for Ragging and Harassment”



Th. Nandita Devi
(Principal)

T. S. Paul Manipur Women's College
Principal

*T.S. Paul Manipur Women's College
Mongshangei, Imphal-West
Manipur*