



BIRLA PUBLIC SCHOOL GANGANAGAR

(A UNIT OF BIRLA EDUCATION TRUST PILANI)

CBSE affiliation no.1730974

School No. 11411

A WORLD CLASS AIR-CONDITIONED ENGLISH MEDIUM CO-EDUCATIONAL SENIOR
SECONDARY SCHOOL AFFILIATED TO CBSE, NEW DELHI

Website: <https://www.bpsg.edu.in>

BPSG Internal Complaints Committee Under POSH Act 2013

Duties and Responsibilities of ICC Members

1. **Receive and Record Complaints:** ICC members are responsible for receiving, recording, and documenting complaints of sexual harassment.
2. **Conduct Inquiries:** ICC members must conduct inquiries into complaints, gathering evidence and testimony from the complainant, respondent, and witnesses.
3. **Maintain Confidentiality:** ICC members must maintain confidentiality throughout the inquiry process, protecting the identities of the complainant, respondent, and witnesses.
4. **Provide Support to Complainants:** ICC members should provide support and guidance to complainants, ensuring they are aware of their rights and the inquiry process.
5. **Ensure Fair and Impartial Inquiry:** ICC members must ensure that the inquiry is conducted fairly, impartially, and transparently.
6. **Prepare and Submit Reports:** ICC members must prepare and submit reports on the inquiry findings and recommendations to the employer.
7. **Monitor Implementation of Recommendations:** ICC members should monitor the implementation of recommendations made in the inquiry report.
8. **Provide Training and Awareness:** ICC members may be responsible for providing training and awareness programs on sexual harassment prevention and the POSH Act.

Sr. No.	Committee Members	Designation	Sign.
1.	Ms. Dropadi Mahawar	Middle School Coordinator TGT Hindi & Sanskrit	
2.	Ms. Khusbhu Jha	PGT Geography	
3.	Ms. Reena	PGT Biology	
4.	Mr. Sumit Swapan Chakraborty	Bursar	
5.	Mr. Nitesh Kumar Kamra	PGT English	
6.	External Member		

Regards,

Principal

Birla Public School Ganganagar

ESTD. 2019

"Where the mind is without fear and the head is held high"

CHAK 3HH, SURATGARH ROAD, SRI GANGANAGAR (RAJ.)

Ph.: 0154-2467000, 9116138852, 9351161330 | E-mail: Principal@bpsg.edu.in

Website: www.bpsg.edu.in