

# Sikkim Alpine University

## ICC Report, 2024-2025

This report summarises the activities of the Internal Complaints Committee (ICC) for the period **July 2025 – December 2025**. The ICC was constituted in compliance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

### ▪ Key Highlights:

- Complaints received: 0
- Complaints disposed: 0
- Complaints pending >90 days: 0
- Awareness programme conducted: 1
- Nature of activities: Displaying information on Sexual harassment prevention, complaint procedures, and POSH Act provisions on both campuses. Details of ICC members, including names and contact details, were displayed on notice boards.

The ICC reaffirms its commitment to ensuring a safe and inclusive workplace and campus environment.

## 1. Detailed ICC Activity Report

### ▪ Introduction

The Internal Complaints Committee (ICC) of Sikkim Alpine University operates in accordance with the mandate of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. This report presents the ICC's composition, activities undertaken, and recommendations for the reporting period **July 2025 – September 2025**.

### ▪ Composition of ICC

The ICC was duly constituted on **5<sup>th</sup> July 2025** with the following members:

Name & Designation	Nominated as	Contact No. (+91)
Dr. Nirjala Rai, Assistant Professor, Department of Geography	Presiding Officer	9064860194
Dr. Sunila Gurung, Assistant Professor, Department of Nepali	Member	9609512616
Ms. Pema Tamang, Assistant Professor, Department of Commerce	Member	8001604602
Ms. Nisha Chhetri, Assistant Professor, Department of English	Member	7063843655

Mr. Bivek Subba, Assistant Professor, Department of Geography	Member	8116867450
Ms. Deepika Limboo, Office Secretary	Member	7384235222
Mr. Tulshi Chettri, Marketing Assistant	Member	8436007790
Ms. Zeba Noor Ansari, Social Worker	External Member	9832097577
Ms. Smyrna Lepcha, MA (Dept. Of History).	Student Representative	9339520537
Ms. Geetal Hangma Limboo, MSc. (Dept. Of Botany)	Student Representative	9749581067
Mr. Solom Tshering Lepcha, MA/MSc. (Dept. Of Geography)	Student Representative	9476138287

#### ▪ **Mandate of ICC**

The mandate of the ICC is to:

- I. Receive and address complaints of sexual harassment at the workplace.
- II. Conduct inquiries in a fair and confidential manner.
- III. Recommend appropriate action to the employer.
- IV. Organize awareness and sensitization programmes.
- V. Submit annual reports to the employer and District Officer.

#### ▪ **Activities Conducted:**

During the reporting period, the ICC conducted various activities, incorporating the guidance provided by the UGC through letter no. D.O.No.91-1/2024 (cS) dated 30th May 2025;

- 1) Circulation of POSH policy and complaint procedure notice boards.
- 2) Display of posters at conspicuous places in both campuses of Sikkim to create awareness among employees about sexual harassment and how to prevent it.
- 3) Display of names and contact details of the members of the Internal Complaints Committee on notice boards in both campuses.
- 4) Display of Women's Helpline Number 181 and Emergency Response Support Number 112 for ease of access to women in distress.
- 5) Internal Complaints Committee (ICC) actively participated in sensitizing students of Sikkim Alpine University about the importance of maintaining a safe, inclusive, and gender-just learning environment on campus.
- 6) The Internal Complaints Committee (ICC) of Sikkim Alpine University, in collaboration with NCW–Yuvamanthan, organized a one-day **Campus Calling Programme** on **28th November 2025**. The programme aimed to promote gender sensitivity, create awareness about the POSH Act (2013), and strengthen mechanisms for ensuring a safe and inclusive campus environment.

- 7) To enrich the programme further, the ICC also invited a special guest Ms. Sophia Lepcha, Assistant Director cum District Nodal Officer, Child, Women, Sr, Citizen & Divyagjan Welfare Department, Govt. of Sikkim to deliver a talk, highlighting key aspects of POSH act, gender equity, campus safety, and student engagement.

▪ **Key Highlights of the Programme**

The event witnessed active participation from resource person, University dignitaries, faculties and students of Sikkim Alpine University.

- I. Provided an overview of the ICC, detailing its structure, roles, responsibilities, and grievance redressal mechanisms in accordance with the POSH Act 2013, as well as its implementation at the University.
- II. The ICC formally introduced and felicitated the “**Campus Ambassadors**” as per NCW-Yuvamanthan guidelines. The cohort includes three female and two male ambassadors, considering their role to support the students, promote awareness and serve as peer advocates. In addition, three Student Representatives (SR) were also introduced.
- III. Two important audio-visual films link provided by NCW were screened: one on the “Functioning of the NCW” and another on the “Prevention of Sexual Harassment at the Workplace” in common areas for the benefit of attendees, highlighting the key features, rights, and protection offered under the POSH Act.
- IV. An informative session on the "Basics of Cyber Crime Reporting," provided by NCW-Yuvamanthan, was conducted. The session emphasized important aspects of digital safety, cyber threats, and the reporting mechanisms for online offences.
- V. Invited resource person delivered an insightful session on: - Key provisions of the POSH Act, 2013 - UGC regulations on prevention, prohibition, and redressal of sexual harassment, Indian Laws on Sexual Harassments, Key Provisions of Vishaka Guidelines, what constitutes Sexual Harassment, about role & responsibilities of ICC, consequences of Sexual Harassment, and Prevention, Prohibition & Redressal. In addition, she also highlighted the responsibilities of HEIs in promoting safe campus spaces - Rights and duties of students and employees.

VI. The Registrar and Deputy Registrar of SAU delivered a special address outlining the University's initiatives to ensure a gender-just environment. They encouraged students and faculty members to engage with institutional mechanisms and to speak up against discrimination.

VII. All participants made a formal pledge to affirm their commitment to uphold dignity, equality, and respect on campus, and to work collectively toward eliminating all forms of harassment.

The Campus Calling Programme successfully strengthened awareness on gender sensitivity, student leadership and digital safety, laying the foundation for a safe and inclusive university environment.

## **2. Complaints Received and Action Taken For the period July 2025 – September 2025:**

- Complaints received: 0
- Complaints disposed: 0
- Complaints pending >90 days: 0

**The ICC did not receive any formal complaints during this period.**

## **3. Outcomes and Impact**

The Constitution of the ICC ensured compliance with POSH Act, 2013, and created a formal redressal mechanism. Posters and displays of ICC details increased visibility and accessibility, so that all staff/students are aware of whom to approach in case of grievance. Similarly, the Campus Calling Programme successfully enhanced awareness about gender sensitivity, legal safeguards, and ICC procedures. It marked an important step towards reinforcing Sikkim Alpine University's commitment to a safe, respectful, and inclusive academic environment. The university plans to organise more such programmes in the future to continue strengthening its culture of dignity and equality.

## **4. Challenges Faced**

- a. Requirement for training ICC members in advanced inquiry procedures.

## **5. Conclusion**

The ICC of Sikkim Alpine University reaffirms its commitment to providing a safe, secure, and gender-just workplace. With continued support from the institution, the ICC will strengthen its preventive and redressal mechanisms in the upcoming year.

## ICC events photographs



Circulation of POSH policy and complaint procedure notice boards/ Display of posters with helpline numbers at conspicuous places in SAU campus.



Sensitizing students of Sikkim Alpine University about ICC & the importance of maintaining a safe, inclusive, and gender-just learning environment on campus.

Glimpse of *Campus Calling* Programme organised by ICC, Sikkim Alpine University in association with NCW-Yuvamanthan on 28.11.2025.





### Felicitation of Guest speaker & Campus Ambassadors, SAU, 28.11.2025



### Felicitation of Campus Ambassadors, SAU, 28.11.2025



Latitude: 27°10.193'  
Longitude: 88°22.249'  
Elevation: 1562.97±7.06 m  
Accuracy: 5.873 m  
Time: 11-28-2025 14:59  
Note: CAMPUS CALLING PROGRAM.  
ICC  
Sikkim Alpine University, 2025

Powered by NoteCam

**Participants making a formal pledge to affirm their commitment to uphold dignity, equality, and respect on campus, 28.11.2025**

**Submitted by:** Dr. Nirjala Rai, Presiding Officer

**Institution:** Sikkim Alpine University

**Date:** 5.12.2025