

VIVEKANAND DEGREE COLLEGE,SIKAR

Establishment of Internal Committee (IC)

(As per Sexual Harassment of Women at Workplace Act, 2013 & UGC Regulations, 2015)

Office Order

In compliance with the provisions of the **Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, UGC Regulations, 2015, and AICTE guidelines**, an **Internal Committee (IC)** is hereby constituted in the institution to prevent and redress complaints of sexual harassment at the workplace for the academic session **2025–26**.

Composition of the Internal Committee

Name	Position	Telephone numbers	E-mail
Ms. Nidhi	Presiding Officer	9828514521	nidhijoshi787@gmail.com
Mr.Surendra Dular	Member	9413169005	vdcsikar@gmail.com
Ms. Rajendra Kumar	Member	9588010216	vdcsikar@gmail.com
Mr. Nandram	Member	9414741840	vdcsikar@gmail.com
Mr. Naresh Kumar	Member	9667647723	vdcsikar@gmail.com
Mr. Ajay Moyal	Member Secretary	9571844254	ajaymoyal@gmail.com

Functions of the Internal Committee

- To prevent sexual harassment through awareness and sensitization programs.
- To receive and redress complaints of sexual harassment in a confidential manner.
- To conduct inquiries as per prescribed procedures.
- To recommend appropriate action to the competent authority.
- To submit an **Annual Report** to the employer and the District Officer.

Tenure

The committee shall remain functional for the academic session **2025–26** or until further orders.

This order comes into force with immediate effect.

Annual Report of Internal Committee (IC)

(Academic Session 2025–26)

1. Name of the Institution: VIVEKANAND DEGREE COLLEGE, SIKAR

2. Period of the Report: July 2025 –Jan 2026

3. Composition of Internal Committee: 22 Aug 2025

4. Number of Awareness Programs Conducted:

- Orientation / Awareness Program on Sexual Harassment Act: **Yes**
- Posters / Notices Displayed: **Yes**

5. Number of Complaints Received:

- Total complaints received during the year: **NIL**
- Complaints pending from previous year: **NIL**

6. Status of Complaints:

Particulars	Number
Complaints Received	NIL
Complaints Resolved	NIL
Complaints Pending	NIL

“No complaints were received during the reporting period.”

7. Action Taken

Since no complaints were received, no inquiry proceedings were required during the reporting period.

8. Preventive Measures Taken

- Display of IC details on Notice Boards and College Website
- Circulation of policy among students and staff
- Promotion of a safe and gender-sensitive workplace environment

9. Challenges : NIL

10. Conclusion

The Internal Committee remained vigilant and functional throughout the academic session and ensured compliance with statutory provisions.