

Shiksha Mandal's



**Shrikrishnadas Jajoo Grameen Seva Mahavidyalaya,**

**Pipri – Wardha - 442001**

Affiliated to Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur

Estd. July 15, 1961

Index No.

Sr.College : 659


Jr. College : 07.01.004

### **Mechanism of Internal Complaint Committee (ICC)**

The mechanism for registering complaints to ICC, SJGSM, Pipri

- An aggrieved woman (girls/female staff members) should give a written complaint either in person or through post or email. It should be submitted to the 'Internal Complaint Committee (ICC)' within 3 months of the date of the incident. The time limit may be extended for a further period of 3 months if, on account of certain circumstances, the woman was prevented from filing the complaint. If the aggrieved woman is unable to make a complaint, her legal heirs may do so.
- On receipt of the complaint, the ICC will proceed to make an inquiry. The inquiry will be completed within 90 days. The inquiry report will be submitted within 10 days from the date of completion of the inquiry.
- If the ICC finds that the allegations against the respondent are proven, it will submit a report to the HEI to take action.
- The HEI will act on the recommendations of ICC within 60 days of the submission of the inquiry report.
- Appeal against the findings/recommendation of the ICC is allowed within 30 days of the recommendations to HEI.

For sending complaint on email: [sjgs\\_pw@rediffmail.com](mailto:sjgs_pw@rediffmail.com)

  
**PRINCIPAL**  
Shrikrishnadas Jajoo  
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PIPRI (WARDHA)