



**Office Communication**

**Constitution of Internal Complaints Committee under UGC (Prevention, Prohibition & Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) regulations, 2015**

KU/Reg\_Office/2024/46

Date: 28-11-2024

Internal Complaints Committee (ICC) as per UGC (Prevention, Prohibition & Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) regulations, 2015 for The Assam Kaziranga University has been reconstituted. The revised composition for AY 2024-25 is as under:

|   |                      |  |            |                          |
|---|----------------------|--|------------|--------------------------|
| 1 | Chairperson          | Ms .Bandana Thakur, Assistant Professor, School of Social Sciences   | 9435691674 | bandana@ kzu.ac.in       |
| 2 | Faculty Members      | Dr. Pritom Jyoti Sarmah, Controller of Examination (i/c)   | 9856510479 | pritom@ kzu.ac.in        |
| 3 | Member Secretary     | Dr. Saurabhi Sarmah, Associate Professor, School of Social Sciences  | 9886456159 | saurabhi@ kzu.ac.in      |
| 4 | Non-Teaching Members | Ms. Rashmi Rekha Goswami, Manager, Administration  | 9435293214 | rashmi@kzu.ac.in         |
|   |                      | Ms. Dorothy Buragohain, Deputy Registrar   | 9127054383 | dyregistrar@kzu.ac.in    |
| 5 | NGO Member           | Mr. Tirtha Prasad Saikia, Programme Manager cum Assistant Director, North-East Affected Area Development Society (NEADS), Jorhat | 9957852794 | tirthaprasad2l@gmail.com |

**Terms of Reference:**

1. Three students, if the matter involves students, who shall be enrolled at the undergraduate, masters, and research scholars levels respectively, elected through transparent democratic procedures; shall be nominated on the ICC by the Registrar.
2. Any aggrieved person (employees, students, and any residing in the university) may file a formal written complaint against any incident of sexual harassment by email addressed to the chairperson of the ICC.
3. The committee shall meet at least once in a semester to recommend preventive measures that can be adopted to prevent and eliminate gender-based discrimination and cases of sexual harassment at the university.
4. The ICC will ensure the following at the workplace:
  - a. Development and implementation of the policy in letter and spirit on sexual harassment, ensuring and environment free of any kind of gender-based discrimination.
  - b. To sensitize employees and students on sexual harassment and its various form.
  - c. Creation of a secure physical and social environment to deter any kind of sexual harassment.
  - d. Provide a mechanism for prevention and redressal of sexual harassment cases and other acts of gender-based discrimination.

*[Signature]*  
**Registrar**  
Jorhat, Assam  
Kaziranga University  
NH 37  
Campus\_

**PromotedBy:**

**NORTH EASTERN  
KNOWLEDGE FOUNDATION**

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