

Government Degree College Chopal

Tehsil-Chopal, Distt. Shimla, H.P. 171211

Dated : 22nd July, 2026

Sexual Harassment Grievances Redressal Mechanism At

Government Degree College Chopal. (Session 2026-27)

GDC Chopal follows the Sexual Harassment Mechanism as per UGC guidelines. The following are the key Components of Grievance Redressal mechanism related to sexual harassment of women (student & women employee working in this college).

❖ Internal Committee (IC):

As per the University Grants Commission, Sexual Harassment of women at workplace (Prevention Prohibition and Redressal Act, 2013 also Known as the POSH Act) notified on 9 December, 2013, an **Internal Committee (IC)** has been formed at GDC Chopal on **21.07.2026** vide **Office Order No. IC/2026-83**. The Committee comprises senior most faculty of the college as Presiding officer, all other women staff and superintendent as members.

The purpose of the committee is to provide a safe and secure environment for girl students and women staff working in this institution.

❖ Methods of Complaint Registration:

The women students and staff can submit grievances to the **Internal Committee** by dropping them in a dedicated complaint box installed in the college premises or by directly contacting the Committee members.

❖ Timeline and Response Mechanism:

The committee follows a structured timeline for addressing grievances:

- Filing of complaints (Within 3 Months):

The aggrieved student and staff must file a written complaint to the Internal Committee (IC) within 3 months of the incident or the last occurrence of the harassment.

- Collection of Complaints Received through Complaint Box: The Complaint Box will be opened on the second Saturday of every month.

- Preliminary Enquiry (Within 2 Days):

Upon receiving the complaints, the committee will conduct a preliminary inquiry within two days of receipt of complaint to see whether the complaint warrants further investigation.

- Investigation And Report :

After Investigation, if the matter is deemed valid, a detailed investigation will be conducted within 7 days from the date of receiving the complaint and an investigation report will be prepared by the committee.

- Action on Findings /Evidences :

Based on investigation's findings and evidences the disciplinary measures including warning, suspension, termination) against the accused will be taken.

- Appeal Within 90 days:

If both the complainant and accused are dissatisfied with the committee's decision, can file an appeal to the higher authority within 90 days from the receipt of the initial decision.

This structured mechanism ensures timely action and redressal, aiming to provide a safe environment for women students and staff working in this institution.

[Signature]
Principal
Govt. Degree College
Chopal, Distt. Shimla H.P.