



# MAHATMA GANDHI CENTRAL UNIVERSITY

[A Central University established by an Act of Parliament]  
Dr Ambedkar Administrative Building, Near OP Thana, Motihari - 845 401, District - East Champaran, Bihar

F. No. 1-1/MGCUB/ICC/CORR/2018

Dated: 30<sup>th</sup> May 2022

## OFFICE ORDER

1. In supersession of earlier Office Order dated 2<sup>nd</sup> December 2019 issued by the office of undersigned in this regard and pursuant to provisions contained under Clause 4 of University Grant Commission (Prevention, Prohibition and Sexual Harassment of Women Employees and Students in Higher Education Institutions) Regulation 2015, the Competent Authority has been pleased to re-constitute **Internal Complaint Committee (ICC)** for gender sensitization against sexual harassment, with immediate effect.
2. The composition of the reconstituted **Internal Complaint Committee** is as under: -

Sl. No.	Name of the Committee Members	Designation and Department	Male (M)/ Women(F)	Composition(s)	Initial term of the Office
1.	Prof. Shahana Majumder	Head, Dept. of Botany, MGCU	W	Presiding Officer	Three Years
2.	Dr. Sapna Sugandha	Associate Professor, Dept. of Management Sciences, MGCU	W	Teaching Member	Two Years
3.	Dr. Preeti Bajpa	Associate Professor, Dept. of Zoology, MGCU	W	Teaching Member	Two Years
4.	Mr. Sachchida Nand Singh	Deputy Registrar, MGCU	M	Non Teaching Member	Two Years
5.	Ms. Ankita Srivastava	UDC, MGCU	W	Non Teaching Member	One Year
6.	<b>Three Students (if the matter involves Students)</b> (i) Mr. Mukul Anand, MGCU 2020 CSIT 3014 (ii) Mr. Vedanshu Narayan Prasad, MGCU 2021 MGMT 4046 (iii) Mr. Ashutosh Saran, MGCU 2019 GNPS 6002		M M M	One from undergraduate, one from postgraduate & one from research scholar level	One Year
7.	<b>Mrs. Sangeeta Sinha</b>	<b>Chairman Club Constitution Committee, Motihari</b>	W	One member from NGO or Associations committed to the cause of women or a person familiar with the issues relating to sexual harassment	One Year

3. While the usual term of the members of the Internal Complaints Committee (ICC) shall be for a period of three years, one-third of the members of the ICC thereof will change every year in accordance with the UGC Regulation. Therefore, the term of the office of the re-constituted committee shall be as tabulated above.

*Sd/-*  
30/05/22  
*Sd/-*  
Bajaj Kumar  
30/05/22

::2::

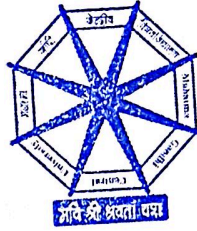
4. Any casual vacancy arising in between shall be filled in by fresh nomination for the residual period, with the approval of the Competent Authority.
5. A copy of the (i) D.O. No. F.91-9/2015(GS/MHRD) dated 5<sup>th</sup> July 2016 of Secretary, University Grant Commission, New Delhi (**Annexure I**); (ii) University Grant Commission (Prevention, Prohibition and Sexual Harassment of Women Employees and Students in Higher Education Institutions) Regulation 2015 (**Annexure II**); and (iii) Handbook on Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 issued by the Ministry of Women and Child Development, Govt. of India (**Annexure III**) are enclosed herewith for kind information and guidance of all concerned.

**Encl:** As stated above.

*Rajeev Kumar*  
30/05/22  
**[PROF. RAJEEV KUMAR]**  
OSD (Administration)

**Copy of the above forwarded to the following for information and necessary action please:**

1. Individuals Concerned
2. The Secretary, UGC, New Delhi
3. The Under Secretary (CU - I), Dept. of Higher Secondary, Ministry of Education, New Delhi
4. The OSD Finance/Controller of Examinations, MGCU
5. All the Deans of different Schools/ Dean (R & D Cell)/Campus Directors, MGCU
6. The Proctor/ Provost/ Warden/ Incharge Sports Officer/ Procurement Officer
7. All the Heads of the different Departments, MGCU
8. Deputy Registrar/Section Officers, MGCU
9. The Chairman, Anti Ragging Monitoring Cell, MGCU
10. The Incharge, University Website - *with the request to upload the same on the University website*
11. PS to the Vice-Chancellor- *for kind information of the Hon'ble Vice-Chancellor please.*
12. Notice Board, All Campuses and Girls' Hostel, MGCU
13. Guard File



*Sachchida Nand Singh*  
**[SACHCHIDA NAND SINGH]**  
Deputy Registrar (Estt.)