



**NETAJI SUBHAS OPEN UNIVERSITY**  
**ESTABLISHED BY W.B.ACT (XIX) OF 1997, Recognized by U.G.C.**  
**DD-26, Sector-I, Salt Lake City, Kolkata-700064**  
**Fax : (033) 4066-3225**  
**Website: www.wbnsou.ac.in**

Memo No. *icc/NSOU/003/2019*

Date: 18/11/2019

**Proceedings of the 1<sup>st</sup> meeting of the 'Internal Complaints Committee' (ICC) held on  
18.11.2019 from 3:00 p.m. at the Board Room of the University at  
DD-26, Sector I, Salt Lake City, Kolkata-700064**

**Members Present:**

Sl no	Name	On 18/11/2019
1	Smt. Ananya Mitra, Dy. Registrar (Administration), NSOU - Presiding Officer	Present
2	Dr. Barnana Guha Thakurta, Associate Profesoor, Political Science, NSOU - Member	On leave
3	Smt. Rohima Khatun, Secretary, Nari- o – Sishu Kalyan Kendra, Bauria, Howrah – Member	Present
4	Dr Papiya Upadhyay, Assistant Professor, Education, NSOU – Member	Present
5	Sri Manick Chandra Das, Library Assistant, NSOU – Member	Present
6	Dr Monosanta Biswas, Assistant Professor, History, NSOU – Member	Present
7	Sri Prosenjit Bhattacharya, Dy. Director, R.C - Member & Convenor	Present

1. It was unanimously proposed that all complaints must be submitted either in written form to be dropped in the complaint box(es) designated for the purpose kept in campuses or complaints may lodged via e mail at the following mail i.d [icc@wbnsou.ac.in](mailto:icc@wbnsou.ac.in) / [icc19@wbnsou.ac.in](mailto:icc19@wbnsou.ac.in).
2. Dr Monosanta Biswas, Assistant Professor, History, and Member, ICC was requested to develop a draft format for making complaints which may be placed in next meeting of the icc for ratification.
3. It was resolved that incidents of harassment relating to students in various Study centres are to be dealt by the respective Internal Complaints Committee of the concerned college where the Study centre is located. Compliance report is to be sent to the icc, NSOU for record. Competent authority will instruct Director, S.C to convey



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this in writing to all concerned Study centres immediately. This would be placed in the next E.C.

Henceforth, while finalizing the terms of MOU new (as well as renewal) between NSOU and concerned Study Centre above mention point is to be inserted as a clause.

4. Any complaint under the 'THE SEXUAL HARRASMENT OF WOMEN AT WORKPLACE (PREVENTION, PROHIBITION AND REDRESSAL) ACT, 2013' from any of the campuses of the university including H.Q, Examination Dept. all Schools & Regional centre, will come under the purview of this ICC.
5. It was decided that atleast one female personnel may be identified in the campus(es) for internal security/vigilance subject to the approval of appropriate authority.
6. It was unanimously proposed that a workshop on Gender Issue(s) may be held in Januray-Februray, 2020 tentatively.

Meeting ended with thanks to the Chair.

Date: 11/12/2013

*Prosmit Ghosh*  
Convenor, ICC