



# NABAPRAVAT ACADEMY FOR MANAGEMENT EDUCATION

Recognised by Govt. of Odisha, Affiliated to Utkal University

At/Po- Sunakhandi (Close to Kashipur Primary School), Salepur, Cuttack-754202

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## Office Order (Internal Complain Committee)

In compliance with the instructions of National Commission for women and guidelines issued in implementation of the directives of Hon'ble Supreme Court Judgement dated 13th August, 1997 on the subject of sexual harassment of women in the workplace, Internal Complaint Committee of Nabapravat Academy for Management Education, Sunakhandi, Salepur is constituted with following members for redressing the complaints of sexual harassment of women working in the Institute.

Sl.No	Name and designation	Position in the committee
1	Dr. Monalisha Nayak Principal, Nabapravat Academy for Management Education	Chairman
2	Mis. Rajeswari Swain Exam.Controller, Nabapravat Academy For Management Education	Convener
3	Mrs. Bramhi Kar AsstProf. Nabapravat Academy For Management Education	Member
4	Miss.Narmada Samal Asst. Prof. Nabapravat Academy For Management Education	Member
5	Mr. Satyabrata Parida, Asst. Prof. Nabapravat Academy For Management Education	Member
6	Gyana Ranjan Rout Student (BCA,3 <sup>rd</sup> year) Nabapravat Academy For Management Education	Member
7	Trisandhya Patra Student (BCA,3 <sup>rd</sup> year) Nabapravat Academy For Management Education	Member

### Roles and responsibilities:

1. Prevent discrimination and sexual harassment, by promoting gender amity among students and employees;
2. Make recommendations to the management for changes/elaborations in the Rules for students in the Prospectus and the Bye-Laws, to make them gender just and to lay down procedures for the prohibition, resolution, settlement and prosecution of acts of discrimination and sexual harassment, by the students and the employees;
3. Deal with cases of discrimination and sexual harassment against women, in a time bound manner, aiming at ensuring support services to the victimized and termination of the harassment;
4. Recommend appropriate punitive action against the guilty party to the Management. Here it should be noted that according to the Supreme Court guideline Sexual harassment can be defined as "unwelcome" sexually determined behavior (whether directly or by implication) as:
  - a) Physical contact and advances;
  - b) Demand or request for sexual favors;
  - c) Sexually colored remarks;
  - d) Showing pornography; and
  - e) Other unwelcome physical, verbal or non-verbal conduct of a sexual nature.etc

  
Principal  
Nabpravat Academy for Management Education  
Principal  
Nabpravat Academy For  
Management Education  
Salipur, Cuttack

### Copy to :

1. Person concerned
2. Registrar, Utkal University, Bhubaneswar