



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: 19th March 2025

OFFICE ORDER

1. In supersession of earlier Office Orders issued by the office of undersigned in this regard and pursuant to the 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	Gender	Composition(s)	Initial term of the office
1.	Prof. Shahana Mazumder	Head, Dept. of Botany, MGCU	F	Presiding Officer	Three Years
2.	Dr. Sapna Sugandha	Associate Professor, Dept. of Management Sciences, MGCU	F	Teaching Member	Two Years
3.	Dr. Preeti Bajpai	Associate Professor, Dept. of Zoology, MGCU	F	Teaching Member	Two Years
4.	Mr. Sunil Kumar	Section Officer, MGCU	M	Non-Teaching Member	Two years
5.	Ms. Ankita Srivastava	UDC, MGCU	F	Non-Teaching Member	One Year
6.	Three Students (If the matters involved students) (i) Ms. Suparna Sen, Research Scholar (Sanskrit) (ii) Ms. Ritika, MBA (Second Semester) (iii) Mr. Prince Jain, B. Com (Second Semester)		F F M	One from research scholar level, one from postgraduate & one from undergraduate	One Year
7.	Prof. Manisha Malhotra	Dept. of Economics, BHU	F	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 reconstituted committee shall be as tabulated above.

K. Anush #0060.
19/3/2025

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 5th 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.
6. This issues with the approval of the Competent Authority.

Encl: As state above.

Sachchida
19/03/25

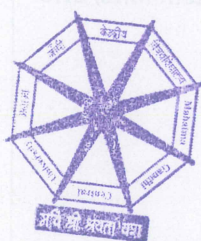
[SACHCHIDA NAND SINGH]
OSD (Administration)

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

1. Individuals Concerned
2. The Under Secretary (CU-I), Dept. of Higher Secondary, Ministry of Education, New Delhi
3. The Secretary, UGC, New Delhi
4. The OSD (Finance)/Controller of Examinations, MGCU
5. All the Deans of different Schools, MGCU
6. Director, RDC/Director, Academic Affairs/Campus Directors, MGCU
7. The Proctor/Provost/DSW/Warden/Sports Officer/Procurement officer/Librarian/Estate Officer, MGCU
8. All Heads of various Teaching Departments, MGCU
9. Deputy Registrar/Assistant Registrar, MGCU
10. The Chairman, Anti Ragging Monitoring Cell/ Coordinator, IQAC, MGCU
11. The Incharge, University Website- *with request to upload the same on the University website.*
12. Non-Teaching Staffs, MGCU
13. OSD to the Vice-Chancellor, MGCU - *for kind information of the Hon'ble Vice-Chancellor please.*
14. Notice Board, All Campuses and Girl's Hostel, MGCU
15. Guard File

Dinesh Hooda
19/3/2025

[DINESH HOODA]
Assistant Registrar



Sachchida
19/03/25