



BERHAMPORE COLLEGE

ESTD. : 1963

NAAC Accredited College

20, C.R. Das Road • Berhampore • Murshidabad • W.B. • PIN - 742101

No. B.C / / 20

Dated, Berhampore, the 2nd July..... 2026....

NOTICE

Constitution of the Internal Committee (IC)

In pursuance of the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and the relevant regulations of the University Grants Commission (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015, Berhampore College hereby constitutes the Internal Committee (IC) in consultation with Hon'ble Administrator Dr. Arindam Bhattacharya to prevent, prohibit, and redress complaints relating to sexual harassment within the College.

The Committee shall function in accordance with the provisions of the aforesaid Act and Regulations. It shall receive and inquire into complaints of sexual harassment, recommend appropriate measures, promote awareness regarding gender sensitivity, and strive to ensure a safe, secure, inclusive, and respectful environment for all students, teaching staff, non-teaching staff, and other members of the College community.

The composition of the Internal Committee is as follows:-

Sl. No	Name	Designation	Status
1	Noorjahan Khatoon	Associate Professor	Presiding Officer
2	Panchali Bhaduri	Librarian & Programme officer of NSS	Internal Member
3	Dr. Sarifuddin	Coordinator IQAC	Internal Member
4	Tapas Mondal	Assistant Professor	Internal Member
5	Sanchita Basu	SACT	Internal Member
6	Munmun Biswas	SACT	Internal Member
7	Manab Ghosh	SACT	Internal Member
8	Poulumi Singha Roy	SACT	Internal Member
9	Subir Chandra Guin	Non-teaching staff	Internal Member
10	Dr. Anasuya Bagchi	Assistant Professor, Member of NGO	External Member
11	Abir Mukhopadhyaya	Advocate	External member

All members of the College are requested to extend their full cooperation to the Internal Committee in the discharge of its statutory responsibilities. Complaints, if any, may be submitted to the Presiding Officer of the Committee in accordance with the prescribed procedure under the Act and the UGC Regulations. Confidentiality shall be maintained throughout the process as mandated by law.

This notice shall come into effect immediately and remain valid until further orders.

Principal
Berhampore College
Berhampore, Murshidabad-742101

Gender Sensitization and Gender Justice are the pillars of any strong institution. Keeping this in mind, Berhampore College strives to provide a safe and secure ambience to its students, faculty and staff members where they can thrive. Internal Committee of the college conducts workshops and organizes gender sensitisation programs on regular basis for students, faculty members, administrative and contractual staff.

The **Internal Committee (IC)** formerly known as Internal Complaints Committee (IC) of Berhampore College facilitates such a vision and has necessary mechanisms in place to address complaints of sexual harassment swiftly and diligently. Internal Committee deals with the cases of sexual harassment in the college premises. The Sexual Harassment of Women At Workplace (Prevention, Prohibition and Redressal) Act, 2013, provides protection against sexual harassment of women at workplace and for the prevention and redressal of complaints of sexual harassment.

What Constitutes Sexual Harassment?

Any of the following (directly or by implication) shall mean sexual harassment:

- Physical contact and advances
- A demand or request for sexual favours
- Making sexually coloured remarks
- Showing pornography
- Any other unwelcome physical, verbal or non- verbal conduct of sexual nature.

Procedure to Constitute and File a Complaint

- **Write Down the Incident:** Clearly describe the incident(s) in detail. Include dates, times, locations, and the names of those involved. Be specific and clear
- **Specify the Nature of Harassment:** Describe how the behaviour constitutes sexual harassment as per your institution's policy.
- **Include Evidence:** Attach any evidence you have collected to support your complaint.
- **Format:** The complaint should generally be in writing addressed to the Presiding Officer, Internal Committee. Ensure your complaint is signed and dated.
- **Time:** Complaint can be filed within three months of the incident of sexual harassment.
- False complaints can invite penalties

BERHAMPORE COLLEGE

Name and contact details of the Internal Committee

- **Noorjahan Khatoon(Presiding Officer)**
 - ✓ Associate professor of Geography
 - ✓ Phone no -6296321417
 - ✓ Email id= noorjahankhatoon1968@gmail.com
- **Panchali Bhaduri(Member)**
 - ✓ Librarian & Programme Officer , NSS
 - ✓ Phone no-9593140444
 - ✓ Email Id-panchali0204@gmail.com
- **Dr. Anasuya Bagchi (External Member)**
 - ✓ Associstant professor of History(Domkal Girls' College) & member of NGO
 - ✓ Phone no -9830428183
 - ✓ Email Id- ana.bagchi@gmail.com
- **Sanchita Basu(Member)**
 - ✓ SACT, Bengali
 - ✓ Phone no - 9474323125
 - ✓ Email Id- sanchitabasu75@gmail.com
- **Munmun Biswas(Member)**
 - ✓ SACT,Political Science
 - ✓ Phone no- 7063506155
 - ✓ Email Id- m9475952460@gmail.com
- **Poulumi Singha Roy (Member)**
 - ✓ SACT,English
 - ✓ Phone no- 8145233189
 - ✓ Email Id- nhsingha49@gmail.com
- **Abir Mukhopadhaya (External Member)**
 - ✓ Practising Advocateat High Court , Calcutta & District Court.
 - ✓ Phone no-9831097949
 - ✓ Email Id- abiradvhccal@gmail.com
- **Dr. Sarifuddin (Member)**
 - ✓ Coordinator, IQAC
 - ✓ Phone no- 9733881925
 - ✓ Email Id- suind1213@gmail.com
- **Tapas Mondal (Member)**
 - ✓ Assistant Professor of Philosophy
 - ✓ Phone no- 9382533201
 - ✓ Email Id- tm.philosopher@gmail.com



**BERHAMPORE
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- Manab Ghosh(Member)
 - ✓ SACT, Geography
 - ✓ Phone no - 9064246630
 - ✓ Email Id- manabghosh37@gmail.com

- Subir Chandra Guin
 - ✓ Non-teaching staff
 - ✓ Phone No:9064703939
 - ✓ Email id: subirchandraguin69@gmail.com



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Dated, Berhampore, the 24th July, 2026.

NOTICE

Awareness Programme on Prevention of Sexual Harassment

The Internal Committee (IC), Berhampore College, is pleased to organize Awareness Programmes on the Prevention, Prohibition and Redressal of Sexual Harassment at the Berhampore College premises with the objective of fostering a safe, inclusive, respectful, and gender-sensitive campus environment for the students of 1st semester, 2026-27 through a week long student Induction programme from 7.7.2026-13.07.2026

The programme aims to:

- Create awareness about the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and the UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015.
- Familiarize students and employees with the role, functions, and complaint redressal mechanism of the Internal Committee (IC).
- Promote gender equality, dignity, mutual respect, and ethical conduct within the college community.
- Encourage the prevention of sexual harassment through awareness, dialogue, and responsible participation.

Programme Details

Date: 7.7.2026-13.07.2026

Time: - 2:00 P.M

Venue:- Conference room

Resource Person(s): Prof. Noorjahan Khatoon (Presiding Officer, IC, Berhampore College)

The programme is open to all students of 1st semester, 2026-27, teaching staff, non-teaching staff, and other stakeholders of the College. Their active participation is earnestly solicited to strengthen our collective commitment to maintaining a campus free from discrimination, intimidation, and sexual harassment.

All Heads of Departments are requested to encourage maximum participation of students and staff.

N. Khatoon

Presiding Officer
Internal Committee (IC)
Berhampore College

Principal

Berhampore College

Berhampore, Murshidabad-742101
Berhampore College
Principal

Principal
Berhampore College
Berhampore, Murshidabad-742101

SERVICES AVAILABLE IN

Internal Committee (IC)
Berhampore College

- ❖ Grievance Redressal of Sexual Harassment
- ❖ Counseling Services for Victims
- ❖ Consultation/Support Services for Colleges
- ❖ Sensitization/Awareness Programs for Prevention of Sexual Harassment at the Workplace
- ❖ Submit the complaint: Directly at the office of the IC, Conference room, (1st Floor, Administrative Building, Berhampore College, University of Kalyani, West Bengal, 742101)
 - If you are in College, then contact the College IC
 - For any queries please contact personally in the office of IC: prof. Noorjahan khatoon (Coordinator IC, Berhampore College)

N. Khatoon

Presiding Officer
Internal Committee
Berhampore College



**Internal Committee (IC)
Berhampore College**

Are You Being Sexually Harassed?

If you are a student/employee experiencing sexual harassment at your Workplace/College/Department/Hostel/Faculty or any place in the College or if you want to help victim, read on:

The Sexual Harassment of Women at Workplace Act, 2013 & UGC (Prevention, Prohibition & Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015

What constitutes Sexual Harassment?

- Sexual Harassment includes unwelcome Sexual Behavior of direct or implied nature such as -
- Physical contact and advances
- Request for sexual favors
- Sexually colored remarks
- Showing pornography
- Unwelcome physical, verbal or non-verbal sexual conduct

How does one prepare a complaint?

- Write exactly what happened with details, dates, names of
- Witnesses & document, if any
- Be specific about the incident/incidents.
- Be honest, as false complaints can invite penalties.
- Your need to file a complaint of sexual harassment within three months of the incident

Submit the complaint: Directly at the office of the IC, Conference room, (1st Floor, Administrative Building, Berhampore College, University of Kalyani, West Bengal, 742101)

- If you are in College, then contact the College IC
- For any queries please contact personally in the office of IC: prof. Noorjahan khatoun (Coordinator IC, Berhampore College)

N. Khatoun

Presiding Officer
Internal Committee(IC)
Berhampore College

Internal Committee (IC) Berhampore College

Punishments, if found Guilty of Sexual

- Under the Sexual Harassment of Women at Workplace Act, 2013 &
- UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015
- Anyone can file a Complaint, if one is being sexually harassed.

Punishments

1. Anyone found guilty of sexual harassment shall be punished in accordance with the service rules (teaching/non-teaching) of the University of Delhi.
2. Where the respondent is a student, depending upon the severity of the offence, the University may
 - a). Withhold privileges of the student such as access to the Library, Auditoria, Halls of residence, Transportation, Scholarships, allowances and identity card.
 - b). Suspend or restrict entry into the campus for a specific period.
 - c). Expel and strike off name from the rolls of the Institution, including denial of readmission, if the offence so warrants:
 - d). Award reformatory punishments like mandatory counseling and, or, performance of community services

Action against Frivolous

If the ICC concludes that the allegations made were false, malicious or untrue, the complainant shall be liable to be punished as per the provisions of the POSH Act & UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015

Submit the complaint: Directly at the office of the IC, Conference room, (1st Floor, Administrative Building, Berhampore College, University of Kalyani, West Bengal, 742101)

- If you are in College, then contact the College IC
- For any queries please contact personally in the office of ICC: : Prof. Noorjahan khatoun (Coordinator IC, Berhampore College)

N. Khatoun

Presiding Officer
Internal Committee(IC)
Berhampore College

INTERNAL COMMITTEE –REPORT 2026-2027

Berhampore College has set up an Internal complaints committee in accordance with the requirements of “The Sexual Harassment of Women at workplace (Prevention, Prohibition and Redressal) Act 2013 (POSH Act) and the UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women employees and Students in Higher Educational institutions) Regulations 2015 (UGC Regulations)” and comes under ordinance XV-D Sexual Harassment.

Since Sexual Harassment is a violation of fundamental rights of women, Berhampore College is a zero-tolerance zone for such harassment and shall treat it as a violation of disciplinary rules (leading to expulsion and rustication) if the perpetrator is a student. Sexual harassment is also a crime under Penal code 1860 (Criminal Law of India).

IC at Berhampore College functions as under:

- Organize POSH training to students and staff of college.
- Implementation of policies relating to the prevention of sexual harassment.
- Strive to resolve complaints by aggrieved complainant while keeping the confidentiality of both parties.
- Displaying names, contact numbers and email ids of the committee members at appropriate places in college.
- Displaying the ordinance XV-D and names, contact numbers, and email ids of the internal committee members on the college website.
- Installation of a letter box to receive complaints.

Orientation Programme organized by Internal committee in year 2026-2027 are:

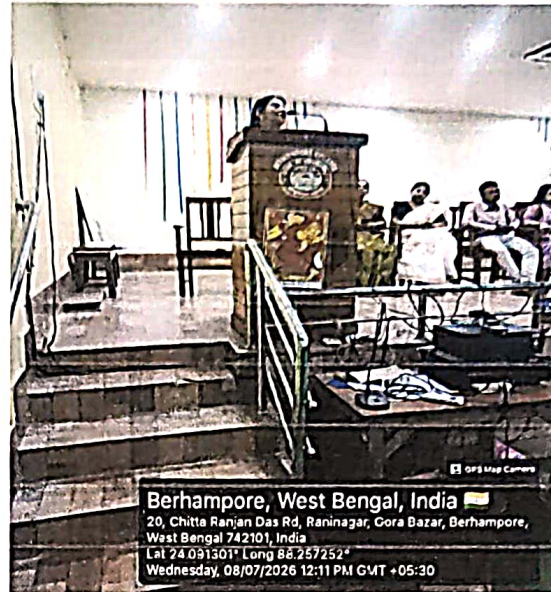
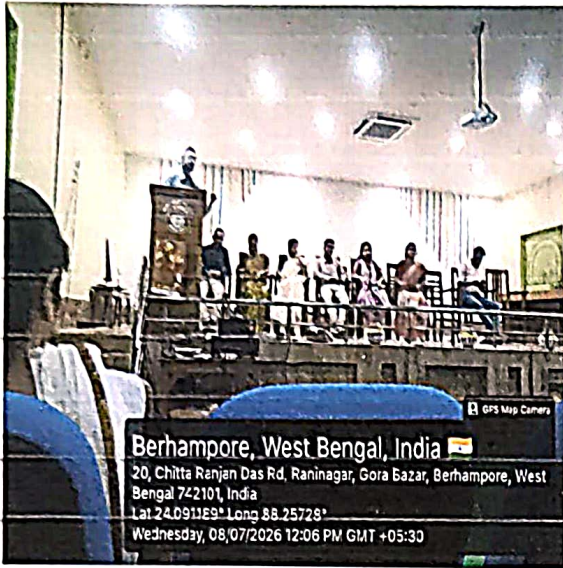
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The Hon’ble Principal of the college, Dr. Indrani Basu delivered an inspiring address that focused on women’s empowerment. She spoke thoughtfully about psychological behavior, the changing dynamics of relationships, and the importance of mutual respect, understanding, and emotional well-being. Her insightful speech encouraged the audience to embrace positive change, strengthen healthy relationships, and promote equality and confidence in every aspect of life.

Through an interactive session, Presiding Officer Noorjahan Khatoon interacted with students. Students participated actively, became aware and strengthened their knowledge on rights of women and different aspects of POSH, 2013.



**BERHAMPORE
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GPS Map Camera

Google

Berhampore, West Bengal, India 

20, Chitta Ranjan Das Rd, Raninagar, Gora Bazar,
Berhampore, West Bengal 742101, India

Lat 24.091368° Long 88.257031°

Thursday, 09/07/2026 12:27 PM GMT +05:30