



Satsang Shiksha Parishad Sanchalit

Shree Swaminarayan Institute of Technology

Nr. Agora Mall & Apollo Hospital, Indirabridge Road, Ahmedabad Airport to Gandhinagar Road,
S. P. Ring Road Circle, Bhat, Gandhinagar-382 428, Gujarat-India.

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Approved by AICTE, New Delhi and Affiliated with Gujarat Technological University, Ahmedabad.

Ref. No. : SSIT/BE/2026/03/09

Date : 12-03-2026

ESTABLISHMENT OF INTERNAL COMMITTEE (IC)

(As per POSH Act, 2013)

1. Introduction

As per the provisions of the *Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013*, it is mandatory for every organization/institution to constitute an Internal Committee (IC) to address complaints related to sexual harassment at the workplace.

Accordingly, the Internal Committee has been constituted in the institution to ensure a safe, secure, and respectful working environment for all employees and students.

2. Objectives of Internal Committee

- To prevent incidents of sexual harassment at workplace
- To provide a mechanism for redressal of complaints
- To create awareness about gender equality and safety
- To ensure confidentiality and fair inquiry process

3. Composition of Internal Committee

Sr. No.	Name	Designation	Role in IC
1	Prof. Bhakti Patel	Assistant Professor	Presiding Officer



बुद्धियुक्तो जहाजीह उभे सुकृतदुष्कृते भवेत्समाद युज्यते । योगः कर्मसु कौशलम् । । गीता । अध्याय-२ श्लोक-५० ।
A man engaged in devotional service finds himself of both good and bad action even in this life.
Therefore strive for yoga, which is the art of all work.

Sr. No.	Name	Designation	Role in IC
2	Prof. Dipika Shah	Assistant Professor	Member -1
3	Prof. Ripan Patel	Assistant Professor	Member - 2
4	Ms. Nazneen Patel	External Member	Member -3

Tenure: 3 Years from date of constitution

4. Roles & Responsibilities

- Receive complaints of sexual harassment
- Conduct inquiry as per guidelines
- Submit recommendations to employer
- Maintain confidentiality
- Prepare annual report

5. Definition of Sexual Harassment

Includes any unwelcome act such as:

- Physical contact and advances
- Demand/request for sexual favors
- Sexually colored remarks
- Showing pornography
- Any other unwelcome physical, verbal or non-verbal conduct

6. Complaint Procedure

- Complaint must be filed within **3 months** of incident
- Written complaint to IC
- IC conducts inquiry within **90 days**
- Report submitted within **10 days** after inquiry

7. Actions & Recommendations

- Written apology



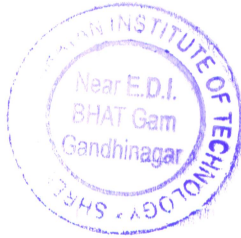
A. N. V. A. U.
DIRECTOR
Shree Swaminarayan Institute of Technology
Near E.D.I., Bhat, S.P Ring Road Circle,
GANDHINAGAR-382 428 Gujarat

- Warning / reprimand
 - Deduction of salary
 - Termination (in severe cases)
-

A. N. Bhat

DIRECTOR

Shree Swaminarayan Institute of Technology
Near E.D.I., Bhat, S.P Ring Road Circle,
GANDHINAGAR-382 428 Gujarat



Shree Swaminarayan Institute of Technology, Bhat, Gandhinagar

Annual Report of Internal Committee

1. Basic Details

- Institution Name: Shree Swaminarayan Institute of Technology, Bhat, Gandhinagar
- Academic Year: 2025-26

2. Complaints Summary

Particulars	Number
Complaints received	0
Complaints disposed of	0
Pending cases	0

3. Nature of Complaints

Particulars	Number
Verbal harassment	0
Physical harassment	0
Online harassment	0

4. Action Taken Report

Particulars	Number
Cases resolved through inquiry	0
Disciplinary action taken	0
Cases pending	0

6. Key Observations

- The overall workplace environment of the institution is safe, respectful, and inclusive. Employees and students interact in a professional manner, maintaining dignity and mutual respect. The institution promotes a culture of gender equality, transparency, and zero tolerance towards harassment. Regular awareness initiatives and clearly defined policies have contributed to a positive and secure atmosphere across all departments.
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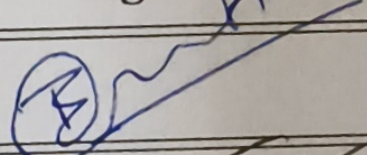
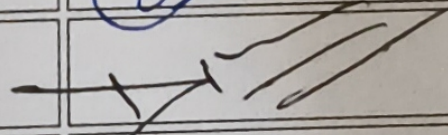
7. Recommendations

- Regular awareness programs
 - Strict policy implementation
 - Anonymous complaint system
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8. Declaration

The Internal Committee confirms that all complaints have been handled as per the POSH Act, maintaining confidentiality and fairness.

9. Signatures

Name	Designation	Signature
Prof. Bhakti Patel	Presiding Officer	
Prof. Dipika Shah	Member	
Ms. Nazneen Patel	External Member	