



# TAMIL NADU OPEN UNIVERSITY

[A State Open University Established by Government of Tamil Nadu, Recognized by UGC & DEB, Member in Asian Association of Open Universities & Association of Commonwealth Universities]

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TAMIL NADU



## Internal Complaints Committee (ICC) for Women

As a part of Women welfare, the Internal Complaints Committee was constituted as per the Sexual Harassment of Women at Workplace (Prevention of, Protection and Redressal) Act, 2013. The various documents related to Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) are specified below.

S.No.	Title	Details
1.	Sexual Harassment of Women at Workplace(Prevention, Prohibition and Redressal) Act and Rule 2013	<a href="#">Download</a>  4.28 MB
2.	Handbook on Sexual Harassment of Women at Workplace	<a href="#">Download</a>  3.23 MB
3.	DoP&T O.M. dated 01st November, 2017 regarding Online Complaint Management system titled “Sexual Harassment electronic box (SHe-box)”	<a href="#">Download</a>  169.6 KB

*Please download the above mentioned documents and read thoroughly for utilizing the services.*

### Complaint procedure:

Complaint regarding Sexual Harassment against women can be made either in paper form or by sending e-mail: registrar@tnou.ac.in. The Act stipulates that aggrieved woman can make written complaint of sexual harassment at workplace to the Internal Complaints Committee (ICC) within a period of three months from the date of incident and in case of a series of incidents, within a period of three months from the date of last incident. As per the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Rules, 2013, in case the aggrieved woman is unable to make a complaint on account of her physical incapacity, a complaint may be filed inter-alia by her relative or friend or her co-worker or an officer of the National Commission for Woman or State Women's Commission or any person who has knowledge of the incident, with the written consent of the aggrieved woman.

Ministry of Women & Child Development launched an online complaint management system titled Sexual Harassment electronic -Box ([SHe-Box](#)) on 24<sup>th</sup> July, 2017 for registering complaints related to Sexual Harassment at workplace. Once a complaint is submitted to She-Box, it will be directly sent to the Internal Complaint Committee (ICC) of the concerned Ministry/ Department/ PSU/ Autonomous Body etc., having jurisdiction to inquire into the complaint. The She-Box also

provides an opportunity to both the complainant and nodal administrative authority to monitor the progress of inquiry conducted by the ICC.

**Composition of TNOU Internal Complaint Committee for Women**

<b>S.No</b>	<b>Name</b>	<b>Designation</b>	<b>Contact No</b>
1	Registrar, TNOU	Convener	98408 64603
2	Prof. N. Dhanalakshmi, TNOU	Member	94444 75330
3	Dr. D. Sumathi, TNOU	Member	90944 98422
4	Dr. Naseem Akthar, Secretary, Education Development and Innovation Trust, Chennai-600 094	Member	94447 53927
5.	Ms. M. Priya, PS, TNOU	Member	73388 33209