

FORMAT

1	Name of the Department	Assam Minorities Development Board under Welfare of Minorities and Development Department
2	Whether Internal Complaints Committee (ICC) has been notified as required under Section 4(1) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013) [POSH Act] for all offices under the Department.	Yes,
3	Whether the ICCs so constituted are strictly in terms of the provisions of the POSH Act.	Yes.
4	Whether necessary Information regarding the constitution and composition of the ICCs, details of the e-mail IDs and contact numbers of the designated person(s), the procedure prescribed for submitting an online complaint, as also the relevant rules, regulations and internal policies are made readily available on the website of the concerned Office/ Authority Functionary/ Organisation/ Institution/ Body, as the case may be. (The information furnished on the website shall also be updated from time to time.)	The initiative has been taken for uploading the necessary information.
5	Whether ICC has been constituted by all the Statutory bodies (under the Department as applicable) of professionals at the State level (including those regulating doctors, lawyers, architects, chartered accountants, cost accountants, engineers, bankers and other professionals), by Universities, Colleges, Training Centres and educational Institutions and by Government and private hospitals/ nursing homes, falling under the Department.	Does not arise.
6	Whether immediate and effective steps have been taken by the authorities/ managements/ employers to familiarize members of the ICCs with their duties and the manner in which an inquiry ought to be conducted on receiving a complaint of sexual harassment at the workplace, from the point when the complaint is received, till the inquiry is finally concluded and the Report submitted.	Yes.
7	Whether the authorities/ management/ employees are regularly conducting orientation programmes, workshops, seminars and awareness programmes to upskill members of the ICCs and to educate women employees and women's groups about the provisions of the POSH Act, the Rules and relevant regulations.	Yes.


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Director,

Assam Minorities Development Board

