

2. Time-Bound Action Programme (As per POSH Act)

The Act prescribes strict timelines to ensure speedy resolution of complaints.

2.1 Filing of Complaint

Complaint must be filed within 3 months from the date of incident

Extension of additional 3 months may be granted with valid reasons

2.2 Acknowledgement & Initial Action

ICC acknowledges complaint within 7 days

Option for conciliation (if requested by complainant, without monetary settlement)

2.3 Inquiry Process

Formal inquiry must be completed within 90 days

Both parties are given fair opportunity to present evidence and witnesses

2.4 Interim Relief (During Inquiry)

ICC may recommend:

Transfer of either party

Leave up to 3 months for complainant

Restriction on contact between parties

2.5 Submission of Report

ICC submits inquiry report to employer within 10 days after completion

2.6 Employer's Action

Employer must act on recommendations within 60 days

2.7 Appeal

Appeal against decision can be filed within 90 days

3. Flow of Time-Bound Action Programme

Complaint Filed → (Within 3 months)

ICC Acknowledgement → (Within 7 days)

Inquiry Process → (Within 90 days)

Report Submission → (Within 10 days)

Employer Action → (Within 60 days)

Appeal → (Within 90 days)

4. Importance for Institutions (NAAC Perspective)

Ensures gender justice and institutional accountability

Mandatory for NAAC accreditation documentation

Reflects commitment to safe campus environment

Supports women empowerment and grievance redressal system

5. Conclusion

The ICC and its time-bound action mechanism ensure a structured, transparent, and legally compliant system for addressing workplace harassment. Adherence to timelines strengthens trust, protects rights, and promotes a respectful institutional culture.



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