

GOVERNMENT OF TRIPURA
DIRECTORATE OF HIGHER EDUCATION
1st Floor, Shiksha Bhavan, Office Lane
Agartala, Tripura (W), Pin- 799001

No. F .11(2-15)-DHE/STAT/2017

Dated, Agartala 19th March, 2025**NOTIFICATION**

As per the guidelines of the *Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013*, Chapter II 4(1), the Internal Complaints Committee (ICC) is hereby reconstituted to address complaints related to sexual harassment of women at workplace in the Directorate of Higher Education, Government of Tripura.

The members of the newly constituted ICC are as follows:

Sl No	Name of Official	Designation	Office	Role
01.	Smt. Rimi Debbarma	Joint Director	DHE	Presiding Officer
02.	Dr. Jhilly Choudhury	Senior Research Officer (SRO)	DHE	Member & Departmental Nodal Officer
03.	Smt. Urbashi Debbarma	Head Clerk	DHE	Member
04.	Miss. Sunanda Deb	L.D.C	DHE	Member
05.	Smt. Saswati Das	Representative of Seva O Sahayata Parisad	NGO	Member

The above Committee shall:

- Receive and Address all complaints related to the Directorate of Higher Education and ensure their timely redressal in a fair and confidential manner.
- The Committee in discharge of its duties shall take into account the guidelines mentioned in the *Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013*.
- Recommend penalties and action against the respondent if the allegations are found to be true.
- Submit an annual report to the competent authority, detailing complaints received and actions taken.
- Hold meetings on a quarterly basis or as and when required.
- Communicate with the Local Complaint Committee at District Level.
- Communicate and provide assistance to the Internal Complaint Committees constituted in Universities, Colleges, and Institutions under the Higher Education Department.

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- Develop and Implement Policies to prevent sexual harassment at workplace.
- Provide necessary protection and assistance to the complainant whenever required.
- Organize awareness programs, training sessions, and workshops to educate employees and students about gender sensitization and the prevention of sexual harassment.
- As per Section 4(3) the Internal Complaint Committee shall hold office for such period not exceeding 3(three) years from the date of issuance of this Notification.

All the employees under the Directorate of Higher Education are directed to take appropriate action to ensure that the directions and recommendations issued by the above Internal Complaints Committee (ICC) are acted upon expeditiously.

The Notification shall come into effect immediately upon issuance.

Signed by Animesh

Debbarma

Date: 19-03-2025 15:32:23

(Animesh Debbarma)

Director

Higher Education Department

Govt. of Tripura

To

All Members of the Internal Complaint Committee

Copy also forwarded to:-

1. The P.S to Secretary, Social Welfare and Social Education Department for information.
2. The P.S to Special Secretary, Education (Higher) Department, Tripura for information.
3. The Director, Higher Education Department, Tripura for information.
4. The Head of All Departments, Govt. of Tripura for information.

Copy also to:-

1. All Universities/Colleges/Institutions under Higher Education Department.
2. Secretary, Seva O Sahayata Parisad, NGO, City Office, Ashram Choumuhoni, Agartala, Tripura

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Contact Details of the Internal Complaints Committee (ICC)

Sl No.	Name	Phone Number	Email id
01.	Smt. Rimi Debbarma	9862640677	debbarma.rimi89@gov.in
02.	Dr. Jhilly Choudhury	9856417838	so_dhe@rediffmail.com
03.	Smt. Urbashi Debbarma	9436942821	urbashidebbarma11@gmail.com
04.	Smt. Sunanda Deb	7005320057	sunandadeb2994@gmail.com
05.	Smt. Saswati Das	9402337557	das.ratnasaswati2014@gmail.com

In addition a dedicated email id dheposh2013@gmail.com is also available for registering complaints under the POSH Act.