

Internal Complaints Committee (ICC), Darjeeling Government College Complaint Form

To

The Presiding Officer

ICC/IC, Darjeeling Government College

Name of the Complainant/Informant/Observer: _____

Department/Semester(optional): _____ **Contact No.** _____

Roll no/Regn No(optional): _____ **Email Id:** _____

Type of Incident: - Observed/suspected / Reported: _____

Date & Time / Period of the Incident/Violation: _____

Place of Violation/Incident: _____

Nature of the Incident: Abuse/ Harassment/ Molestation/Assault:

Description of the Incident (through informant/Observer or by the Victim):

Detail of the Alleged Person:

Name: _____ **Age:** _____ **Gender:** _____

Designation of the Alleged Person:

College Office Staff / Non-Teaching Staff/ Hostel Staff/ Teacher/Student/ Parent/Guardian/any other: _____

Signature of Complainant/Legal Heir/Representative of Complainant with date: _____

Note: If needed additional paper can be used