

College Internal Complaints (CIC) & VISHAKHA Committee

Preamble:

B.L.D.E.A's Vachana Pitamaha Dr. P. G. Halakatti College of Engineering & Technology is committed to provide safe academic and working environment to its students and women employees. As per the guidelines of Supreme Court, UGC, Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013, a College Internal Complaints Committee (CICC) on Anti-Sexual Harassment Committee has been established by the college in the year 2015. Later, the committee has been renamed as College Internal Complaints Committee (CICC). The Internal Complaints Committee has been constituted under the policy prevention and punishment for sexual harassment of women at workplace. The objectives of the Internal Complaint Committee to Prevent Sexual Harassment of Women at the Workplace are as follows:

Objectives:

1. To develop a policy against sexual harassment of women at the Institute.
2. To evolve a permanent mechanism for the prevention and redressal of sexual harassment cases and other acts of gender-based violence at the Institute.
3. To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures.
4. To uphold the commitment of the Institute to provide an environment free of gender-based discrimination.
5. To create a secure physical and social environment to deter any act of sexual harassment.
6. To promote a social and psychological environment to raise awareness on sexual harassment in its various forms.

Standard Operating Procedure (SOP):

1. To act as complaint authority on a complaint of sexual harassment.
2. To take proactive measures for sensitizing students, staff on gender issues.
3. Implementation of the Anti-Sexual Harassment Policy at the workplace and prevent discrimination.
4. Submit an Annual Report
5. Create awareness at the workplace by way of documents, notices, workshops, seminars, etc.
6. Create awareness of the policy framework amongst all primary stakeholders.
7. Provide a safe and accessible mechanism of complaint to the victims
8. Maintain confidentiality in all aspects of any proceedings of the Committee
9. Recommend appropriate redressal and punitive action against the guilty to the management.



Policy Statement:

The B.L.D.E.A's V.P. Dr. P.G. Halakatti College of Engineering & Technology is committed to providing a campus that is free of sexual harassment irrespective of gender, race, caste, creed, religion, place of origin, sexual orientation, disability, or economic status.

Prevention of Sexual Harassment - Redressal Mechanism

Complaints should be submitted either through email or by post or in person as soon as possible after an incident has occurred, preferably in writing with his or her details of name, designation, contact number and address. The complaint should provide the following information:

1. The name, department and position of the person allegedly committing harassment.
2. A description of the incident(s), including the date(s), location(s) and the presence of any witnesses.
3. The names of other individuals who might have been subject to the same or similar harassment.

All complaints and investigations are treated confidentially to the extent possible and information is disclosed strictly on a need-to-know basis. Procedure for resolving the issue:

- On receiving the complaint the Chairperson of CICC will initiate an enquiry by forming a committee with the members along with the approval of the Principal.
- The committee will meet and interview the complainant, the respondent and any witnesses to determine whether the alleged conduct occurred.
- Upon conclusion of an investigation, the Chairperson will submit a written report of the committee findings to the Principal and forwarded to the Management.
- The committee will recommend appropriate disciplinary action. The appropriate action will depend on the severity, frequency and pervasiveness of the conduct, the quality of the evidence.
- Finally, recommendations submitted will be implemented by the Principal.
- Meeting will be conducted immediately when a complaint is received or otherwise once in a year

Outcome:

- ✓ The Committee ensures safe working environment for girl students and female employees of the institute with zero tolerance.
- ✓ CICC aims to achieve the three objectives of Prohibition, Prevention and Redressal of the problem of sexual harassment and let the women work with dignity in a comfortable environment upholding the constitutional spirit.



Institute Code: E038
Self Financing Private Institution
Approved By AICTE, New Delhi
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Date: 18/1/2024

College Internal Complaints Committee

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Principal
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