

SEXUAL HARRASSMENT RELATED COMPLAINT

STUDENT OR FACULTY MAY REGISTER THEIR COMPLAINT TO THE RESPECTIVE INCHARGE VIA SUBMITTING THE COMPLAINT FORM / OR VIA MENTOR / OR VIA PARENT OR ONLINE

INTERNAL COMPLAINTS COMMITTEE FOR WOMEN

COMPLAINT RECEIVED BY INCHARGE -
DR ARCHANA TIWARI
CHAIRPERSON (77488-84150)

ESCALATION BY COMPLAINTANT IF NOT SATISFIED WITH PRIMARY OBSERVATION REPORT

FORMATION OF RAPID TASK FORCE (FOR VERIFICATION OF INCIDENT AND ENQUIRY)

PRIMARY OBSERVATION REPORT SUBMITTED TO INCHARGE BY TASK FORCE AFTER ENQUIRY & INTERACTION WITH ALL STAKEHOLDERS IN THE INCIDENT

FEEDBACK TO COMPLAINTANT ABOUT PRIMARY OBSERVATION REPORT & PLANNED ACTION

ACTION BY INCHARGE BASED ON PRIMARY / ESCALATED OBSERVATION REPORT

CONCILIATION & SETTLEMENT

PENALTY & SANCTION

REPORT SUBMITTED TO PRINCIPAL
RETROSPECTION BY COMMITTEE FOR AVOIDING ANY FUTURE INCIDENTS

FURTHER APPEAL , IF INTERESTED

EMPLOYER IS REQUIRED TO ACT ON THE RECOMMENDATION OF THE COMMITTEE WITHIN 60 DAYS OF RECEIPT OF INQUIRY REPORT

TIMELINE

WRITTEN COMPLAINT SHALL BDE FILLED BY WOMEN EMPLOYEE WITHIN 3 MONTHS OF THE DATE OF THE INCIDENT

INQUIRY HAS TO BE COMPLETED WITHIN 30 DAYS

THE INQUIRY REPORT HAS TO BE ISSUED WITHIN 10 DAYS FROM DATE OF COMPLETION OF INQUIRY

