



SRI MUTHUKUMARAN MEDICAL COLLEGE HOSPITAL AND RESEARCH INSTITUTE

Title:	Internal Complaints Committee		
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DEAN
SRI MUTHUKUMARAN MEDICAL COLLEGE
HOSPITAL & RESEARCH INSTITUTE
Chikkarayapuram, Near Mangadu,
Chennai-600 069.

Internal Complaints Committee/Gender Harassment Committee

Objective(s)

- To stop sexual harassment and discrimination against women by encouraging gender parity among staff and students. To promptly handle complaints of sexual harassment and discrimination against women.
- To suggest suitable actions for those found guilty.
- To plan programs for gender sensitization and awareness.

Principle(s)

The committee was established with the goals of preventing or discouraging sexual harassment, providing processes for the settlement, prosecution, or resolution of offenses by taking all necessary action, and promoting a respectful and safe atmosphere on campus by raising awareness of sexual harassment.

Definition

According to the Supreme Court guidelines Sexual harassment can be defined as “unwelcome” sexually determined behavior (whether directly or by implication) as:

- Physical contact and advances
- Demand or request for sexual favors
- Sexually colored remarks
- Showing pornography
- Any Other unwelcome physical, verbal or non-verbal conduct of a sexual nature.

Apart from those mentioned above, the following are also considered as sexual harassment and are to be addressed by the committee:

- Eve-teasing & Unsavory remarks
- Jokes causing or likely to cause awkwardness or embarrassment
- Innuendos and taunts, Gender based insults or sexist remarks
- Unwelcome sexual overtone in any manner such as over telephone (obnoxious telephone calls) and the like
- Touching or brushing against any part of the body

- Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings
- Forcible physical touch or molestation and Physical confinement against one's will and any other act likely to violate one's privacy.

Procedure with SOP

The committee against Gender Harassment was constituted in line with the directions of the Supreme Court Judgement and as per the guidelines issued by NMC for effective enforcement of the basic human right of gender equality and more particularly against sexual harassment at the College and Hospital campus.

Procedure for Approaching the Committee:

The Committee handles matters of sexual harassment. Any complaint regarding sexual harassment or discrimination may be made in person, over the phone, or via a petition in petition box or via email submitted to the chairperson/Dean, coordinator or any member of the committee. All necessary and reasonable measures will be done to support and preventive action for the victim of sexual harassment when it is caused by an act or omission by an outsider.

Instructions to be given for those who feel to be sexually harassed:

Dos:

- Know your rights – Should be aware that sexual harassment is illegal and prohibited
- Speak up – Should try telling the person to stop and state clearly and firmly that the particular behavior should be ceased.
- Get information and support – If unable to speak up, should ask the friends for help and bring it to the notice of the College authorities without further loss of time.
- Keep records that might be useful for pursuing the case.

Don'ts:

- Not to blame oneself for being sexually harassed
- Never ignore an act of harassment
- Do not delay or hesitate to seek help


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Disciplinary Action:

When such behavior qualifies as misconduct, proper disciplinary action should be taken, and complaints should be handled promptly. The Committee will investigate the complaints and maintain strict confidentiality. Any grievances will be promptly resolved, and anyone found guilty will face appropriate consequences.

If an employee is found guilty of sexual harassment, they may also be subject to any of the following punitive measures in addition to providing the victim with a written apology:

- Suitable warning / condemnation
- Concealment of increments.
- Demotion to lower service, grade or post.
- Compulsory retirement.
- Removal from service, or Dismissal from service.

A student guilty of sexual harassment shall be liable to give a written apology to the victim and any of the following punitive actions:

- Concealment/withdrawal of scholarship/fellowship and other benefits.
- Rustication from College for a period up to a certain period or Expulsion from the College.

Related/Supportive documents/ references If available include

Custodian: ICC committee coordinator

Prepared by	Verified by	Approved by
 ICC committee coordinator	 IQAC coordinator	 Dean