

ANNUAL GENDER SENSITIZATION ACTION PLAN - 2020-2021



TAGORE DENTAL COLLEGE & HOSPITAL

Rathinamangalam, Melakkottaiyur Post, Chennai -600 127. Ph : 044-30102222

Recognized by The Dental Council of India, New Delhi

Affiliated to the Tamilnadu Dr. M.G.R. Medical University, Chennai.

INTERNAL COMPLAINTS COMMITTEE (ICC)

TDC&H/ICC/ 2020/03-01

Date: 02/03/2020

Action Plan of Internal Complaint Committee for the Academic Year 2020-21

- It is proposed to conduct Orientation to the newly admitted students in the campus, about existence of the Internal Complaints Committee (ICC) and the members of the Committee – Oct 2020
- It is proposed to conduct gender sensitization programme twice a year so that the students would be aware of gender inequalities in the society and would be able to identify the issues, protect themselves and also come forward to complain if they face such issues.
- It is proposed to celebrate Women's day on 8th March.
- It is intended to create awareness among students as well as faculties to fight against gender inequality by conducting meeting every month and documenting the same.
- It is proposed to conduct programmes on women achievement and empowerment.
- It is proposed to conduct talk by student/external expert on role of women changing the environment.

Name Of Program	Tentative Date
1. Women's Day Programme	08/03/2020
2. Value Education And Health & Hygiene	15/12/2020
3. Gender sensitization program	23/02/2021

CONVENOR

CHAIRMAN OF COMMITTEE / PRINCIPAL

FW.

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INTERNAL COMPLAINTS COMMITTEE (ICC)

Email: icc@tagoredch.in

Dr. C.J Venkatakrishnan

(Chairman)

Dr. B. Bhuvaneswari

(Presiding Officer)

MEMBERS

1. Dr. Jayaprakash
2. Dr. Helen Mary Abraham
3. Dr. Sree. T Sucharitha
4. Dr. Premalatha
5. Dr. Mary Antony Prabha
6. Mr. Selvakumar
7. Mrs. K. Shobana

TDC&H/ICC/2021/05-01

04/05/2021

Action Plan of Internal Complaint Committee for the Academic Year 2021-22

- It is proposed to conduct Orientation to the newly admitted students in the campus, about existence of the Internal Complaints Committee (ICC) and the members of the Committee. Students can approach the ICC cell if they face any gender harassment issues
- It is proposed to conduct gender sensitization programme twice a year so that the students would be aware of gender inequalities in the society and would be able to identify the issues, protect themselves and also come forward to complain if they face such issues.
- Committee meeting will be held every month to discuss the issues from students, faculty and non-teaching faculty.
- It is proposed to celebrate Women's Day on 8th March.
- It is intended to create awareness among students as well as faculties to fight against gender inequality.
- It is proposed to conduct programmes on women achievement and empowerment.
- It is proposed to conduct talk by student/external expert on role of women changing environment.

Name Of Program	Tentative Date
1. Gender Sensitization Program	23/07/2021
2. Protect yourself and Prevent Gender Harassment	25/11/2021
3. Women's Day Programme	08/03/2022
4. Women personality and values	09/02/2022


PRESIDING OFFICER


CHAIRMAN OF COMMITTEE/ PRINCIPAL

**PROTOCOL FOR
GENDER HARASSMENT RELATED
COMPLAINTS**

PROCEDURE FOR REGISTERING COMPLAINTS

All complaints must be brought by the complainant in person or through message or email or letter to any member of the Internal Complaint committee. The complaint can be brought by another person on behalf of the complainant also. The committee on receiving the complaint, will schedule a meeting and decide whether an investigation, intervention or some other assistance is needed.

ENQUIRY PROCEDURES & CONFIDENTIALITY

1. All complaints made to any committee member must be received and recorded by the member, who shall then inform the Chairperson of the Committee about the complaint, who in turn shall call a meeting of the committee.
2. The committee is bound to maintain confidentiality during the time of the enquiry (in order not to prejudice the proceedings).
3. After the report has been finalised, confidentiality should be maintained, if the complainant so desires, by withholding the complainant's name and other particulars that would identify her.
4. The ICC after the receipt of a complaint, establish a prima facie case of sexual harassment on the basis of both the definition of sexual harassment as given in this policy, and the jurisdiction of this policy.
5. In case of a complaint filed by another person on behalf of the complainant (where the complainant is in confinement) the complaint will be investigated in order to explore whether a prima facie case of sexual harassment exists and whether intervention or some other assistance is required.
6. During the enquiry procedure, the complainant and the accused will be called separately so as to ensure freedom of expression and an atmosphere free of intimidation. The complainant will be allowed to be accompanied by one representative during the enquiry.
7. The ICC must submit its report to the Principal of the college not later than one month for punitive action if required.
8. If the complaint is not resolved, the complaint may be referred to the Chairperson of the College or the management or handled legally.
9. The entire process of enquiry should be completed within three months.

STANDARD OPERATING PROTOCOL

