

INTERNAL COMPLAINT COMMITTEE

INTERNAL COMPLAINT COMMITTEE

COMMITTEE MEMBERS

INTERNAL COMPLAINT COMMITTEE icc@tagoredch.in

Tagore group of institutions is headed by Professor M Mala, M.A, M Phil, an educationist and philanthropist. As a female headed institution, women equity is prioritized and gender harassment prevention is of prime concern.

According to the Constitution of India, Right to Equality is a Fundamental Right that includes the right to equality before law, prohibition of discrimination and equality of opportunities in matters of public employment. Equality between men and women, right to work, right to education, sickness and disablement and provision of just and humane conditions for work and maternity relief, are important Directive principles of State policy.

In pursuance of guidelines issued by Supreme Court, UGC and as per the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013, Anti-Sexual Harassment Cell (Internal Complaints Committee) is reconstituted to provide for the effective enforcement of the basic human rights of gender equality and guarantee against sexual harassment and abuse, and to provide conducive atmosphere in the campus, to all the staff members, employees and students of Tagore Dental College.

As per the guidelines of UGC and the Supreme Court, a Committee against Sexual Harassment/ (ICC) Internal Complaints Committee at Tagore Dental College has been established to provide a healthy and congenial atmosphere to the staff and students of the College. It functions to be proactive by developing a conducive atmosphere on the campus, where the women are respected and they are treated with dignity. The cell has been established to spread awareness on women centric issues. With this view in mind, this cell organize activities pertaining to women's issues emanating time to time in society and the media, sensitizing gender consciousness. The students are earnestly exhorted to take an active part in the activities of the cell. The ICC handles issues related to women's welfare.

Objectives of the Committee

1. To prevent sexual harassment by promoting gender amity among staff, students and other employees.
2. To deal with cases of sexual harassment in a time bound manner, aiming at ensuring support services to the victimized, prevention and termination of the harassment.
3. To uphold Women's Right to Protection against Sexual Harassment and for the prevention and redressal of sexual harassment of women.
4. To evolve a permanent mechanism for the prevention, prohibition and redressal of sexual harassment of women.
5. To actively promote a social, physical and psychological environment that will raise awareness about and deter acts of sexual harassment of women.

6. To undertake all necessary and reasonable steps including the constitution of appropriate committees for purposes of gender sensitization and to conduct enquiries into complaints of sexual harassment.

Dr C J Venkatakrishnan	Chairperson
Dr Bhuvaneswari	Presiding Officer
Dr Premalatha	External Expert
Dr Sree Sucharitha	External Expert
Dr Jayaprakash	Member
Dr Helen Mary Abraham	Member
Dr Mary Antony Praba	Member
Mr Selvakumar	Member
Mrs K Shobana	Member
Ms Meghana	Student Member
Mr.J.Sivasurya	Student Member
Ms Archana	Student Member
Mr Akilash	Student Member
Mr Harris	Student Member
Ms Sharmistha	Student Member
Mr Shreeyan Nayar	Student Member
Ms Janani Bargavi N	Student Member
Ms P Keerthi	Student Member
Mr Tanish	Student Member

INTERNAL COMPLAINT COMMITTEE

COMMITTEE COMPOSITION



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)

COMMITTEE COMPOSITION

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In pursuance of guidelines issued by Supreme Court, UGC and as per the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013, Anti-Sexual Harassment Cell (Internal Complaints Committee) is reconstituted in Tagore Dental College & Hospital to provide effective enforcement of the basic human rights of gender equality and guarantee against sexual harassment and abuse, and to provide conducive atmosphere in the campus, to all the staff members, employees and students of Tagore Dental College.

It functions to be proactive by developing a conducive atmosphere on the campus, where the women are respected and treated with dignity. The cell has been established to spread awareness on women centric issues. With this view in mind, this cell organizes activities pertaining to women's issues emanating time to time, in society and the media, sensitizing gender consciousness. The students are earnestly exhorted to take an active part in the activities of the cell. The ICC handles issues related to women's welfare.

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S NO	DESIGNATION	ROLES & RESPONSIBILITIES
1	Chairman of Committee	<ul style="list-style-type: none"> • Heads the committee and plays a major role in implementing gender equity in the campus. • Takes appropriate decision when a complaint is filed.
2	Presiding Officer	<ul style="list-style-type: none"> • Incharge of arranging meetings. • Documents the meetings and other programmes. • Checks regularly for complaints in the mail id • Helps in organizing the guest lectures and sensitization programme
3	External Expert	<ul style="list-style-type: none"> • Gives input on gender sensitization • Attends the monthly meetings and gives valuable suggestions to faculty and students against gender harassment
4	Member	<ul style="list-style-type: none"> • Actively participates in meetings and lectures, workshops etc. • Communicates with students and other faculties • Receives complaints if there are any gender harassment issues • Reports any issues from teaching and non teaching faculty
5	Student Member	<ul style="list-style-type: none"> • Student representee from all the batches and • Complaint on behalf of other students would be reported by them • They suggest any safety or needs required by other students of their class

PRESIDING OFFICER

CHAIRMAN OF THE COMMITTEE/ PRINCIPAL

PROTOCOL FOR GENDER HARASSMENT RELATED COMPLAINTS

**For complaints mail to
icc@tagoredch.in**

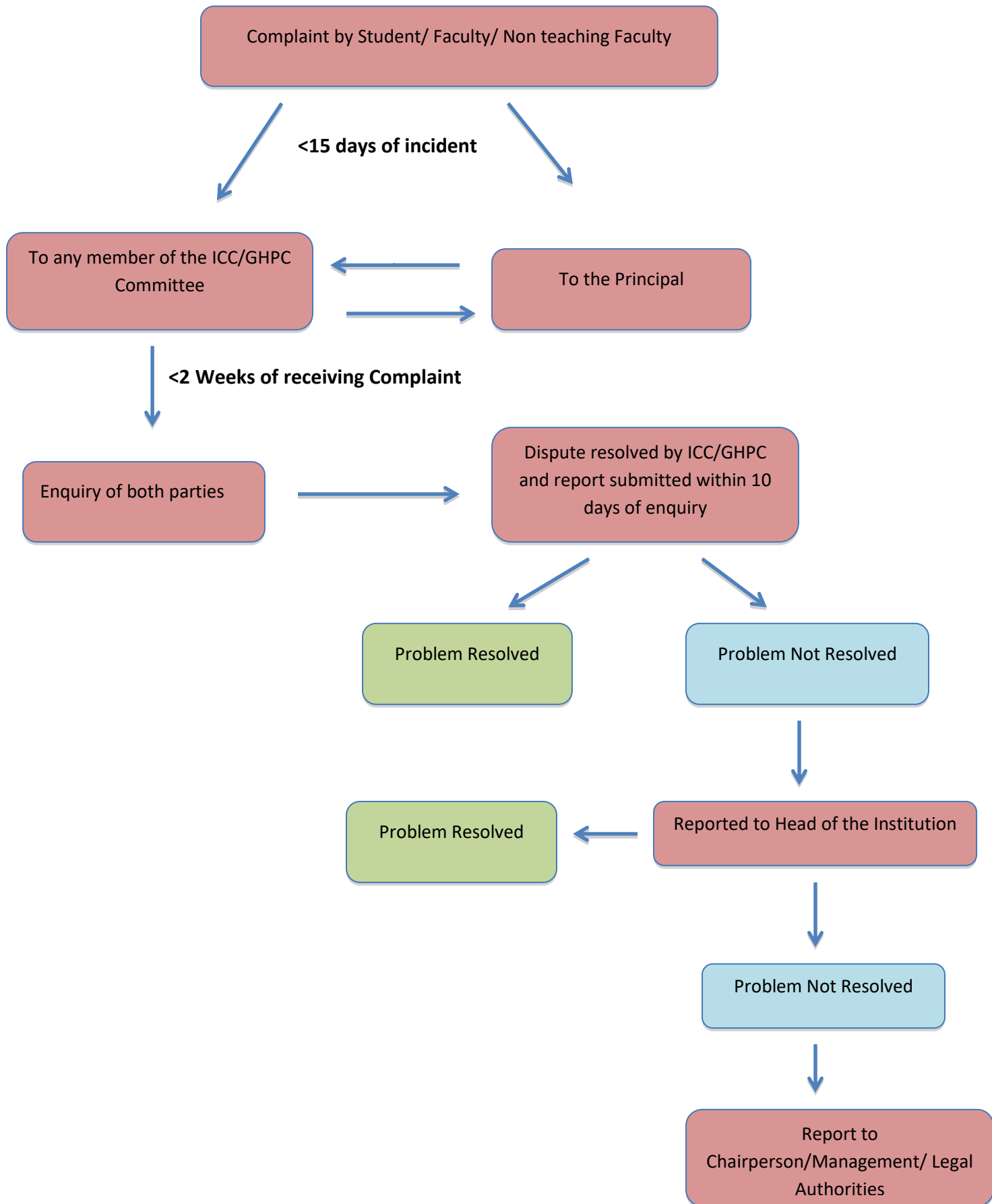
PROCEDURE FOR REGISTERING COMPLAINTS

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



INTERNAL COMPLAINT COMMITTEE

ANNUAL REPORT



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INTERNAL COMPLAINTS COMMITTEE (ICC)

ANNUAL REPORT

2020-2021

The internal complaint committee held meeting every month in the academic year. There were no complaints or issues from any of the students, teaching and non-teaching faculty. The chairperson of the committee, Dr Chitraa R Chandran had resigned in the month of May. Dr C. J. Venkatakrishnan, Principal of Tagore Dental College is the Chairperson of the committee from May 2021 onwards.

Dr Bhuvaneswari is the presiding officer of the committee.

Meeting Dates

22/12/2020

06/01/2021

03/02/2021

03/03/2021

21/04/2021

Gender Sensitization Programmes Conducted between June 2020 – May 2021

15/12/2020 - Dr Malathi Selvakumar

23/02/2021 – Mr Karunanidhi

08/03/2021 – Ms Swetha

CONVENOR

CHAIRMAN OF COMMITTEE / PRINCIPAL