

Date: July 3, 2018

CIRCULAR

Subject: Complaint Committee for Prevention of Sexual Harassment at IILM Institute for Higher Education, 3 Lodhi Institutional Area, Lodhi Road, New Delhi – 110 003

This has reference to the Judgment of Hon'ble Supreme Court of India in Vishaka & others Vs State of Rajasthan & others regarding Sexual Harassment of women at work place – Compliance of guidelines and norms (copy enclosed).

The Institute has formed a complaint committee for prevention of Sexual Harassment, comprising of following members to look into all such matters:

Complaint Committee for Prevention of Sexual Harassment at IILM, Lodhi Road

| Sl. No | Name | Designation |
|---------------|-----------------------|--------------------|
| 1 | Dr. Smitha Girija | Chairperson |
| 2 | Mr. Rajiv Kumar | Member Secretary |
| 3 | Mr. S K Goyal | Member |
| 4 | Dr. Shuchi Agrawal | Member |
| 5 | Cdr Hitesh Goel (R) | Member |
| 6 | Dr. Daisy Mathur Jain | Member |
| 7 | Dr. Sanyukta Jolly | Member |
| 8 | Maj Sandeep Kaur (R) | Member |
| 9 | Rep from NGO | Member |

For any complaints/suggestions, employee & students of IILM Lodhi Road may contact / write to:

Chairperson: smitha.girija@iilm.edu

Member secretary: rajiv.kumar@iilm.edu

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Maj Sandeep Kaur (R)
Deputy Registrar

NOTICE

SEXUAL HARASSMENT COMMITTEE

IILM Institute for Higher Education has created a Compliant Committee for Prevention of Sexual Harassment at its campus, 3 Lodhi Institutional Area, Lodhi Road, New Delhi-110003.

As a woman working / studying in IILM Institute for Higher Education, Lodhi Road, New Delhi, if you have been sexually harassed in any of the forms given below:

- Physical contact and advances
- A demand or request for sexual favors
- Sexually colored remarks
- Showing pornography
- Any other unwelcome physical, verbal or non-verbal conduct of sexual nature

Kindly contact the Chairperson or Member Secretary of the Sexual Harassment Committee on the numbers given below:

Dr. Smitha Girija, Chairperson:
011 40934352 (O), 9810677200 (M)
Email: smitha.girija@iilm.edu

Mr. Rajiv Kumar, Member Secretary:
011 40934331 (O), 9810308944 (M)
Email: rajiv.kumar@iilm.edu

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Maj Sandeep Kaur (R)
Deputy Registrar

GRIEVANCE REDRESSAL MECHANISM

IILM has established an **Online Grievance Redressal Mechanism** by which students /parents / employees and others can forward their grievances to the Grievance Redressal Committee. The committee will try to provide redressal within 30 days.

Grievance Redressal Committee

President - Dr Smitha Girija, 9810677200

Members - Dr Shuchi Agrawal, 9818257602

- Mr Rajiv Kumar, 9810308944

- Cdr Vishal Bhargava (R), 9971900673

Secretary - Maj Sandeep Kaur (R), 8942982797

URL for registering Grievance – www.iilm.edu/grievance.php

EMERGENCY CONTACT NUMBERS

| | <u>Mobile</u> | <u>EPABX</u> |
|----------------------|---------------|--------------|
| Col Manmohan Bhatia | - 8527475777 | |
| Mr Rajiv Kumar | - 9810308944 | 331 |
| Mr Deepak Sharma | - 9990781780 | |
| Maj Sandeep Kaur (R) | - 8942982797 | 349 |

BAN ON RAGGING

1. As per the directions of the Hon'ble Supreme Court in SLP No. 24295 of 2006 dated 16.05.2007 and in Civil Appeal Number 887 of 2009, dated 08.05.2009, the AICTE brings forth these Regulations.
 - a) "Ragging" Means Display Of Disorderly Conduct, Doing Any Act, Which Causes Or Is Likely To Cause Physical Or Psychological Harm Or Raise Apprehension Or Fear Or Shame Or Embarrassment To A Student In Any College / Institution.
 - b) "Ragging" In Any Form Inside Or Outside The Campus Is Banned.
 - c) Any Student Found Indulging In Ragging Will Be Summarily Expelled From The College.
 - d) Depending upon the nature and gravity of the offence as established the possible punishments for those found guilty of ragging at the college shall be any one or any combination of the following:
 - (i) Cancellation of admission
 - (ii) Suspension from attending classes
 - (iii) Withholding/withdrawing scholarship/fellowship and other benefits
 - (iv) Debarring from appearing in any test/examination or other evaluation process
 - (v) Withholding results
 - (vi) Debarring from representing the college in any regional / national or International meet, youth festival, etc.
 - (vii) Suspension/expulsion from the hostel
 - (viii) Rustication from the institution for period ranging from 1 to 4 semesters.
 - (ix) Expulsion from the college and consequent debarring from admission to any other institution.
 - (x) Collective punishment: when the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential

2. Person Found Guilty Of Ragging Could Be Punished With Rigorous Imprisonment For Three Year / Fine Of Rs. 25,000/- Or Both Depending Upon The Degree Of Severity Of The Offence.

RAGGING HELPLINE TELE. NO:

| | |
|-------------------------|------------|
| Dr Smitha Girija | 9810677200 |
| Dr Shuchi Agrawal | 9818257602 |
| Mr Rahul Mishra | 9958231495 |
| Cdr Vishal Bhargava (R) | 9971900673 |
| Maj Sandeep Kaur (R) | 8942982797 |

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Maj Sandeep Kaur (R)
Deputy Registrar