



MADHA DENTAL COLLEGE & HOSPITAL

(A Christian Minority Institution)

(Recognised by the Dental Council of India, New Delhi (F.No.v.12017/75/2006-DE dt.01.11.2011)
and affiliated to the Tamil Nadu Dr. M.G.R. Medical University, Chennai)

Madha Nagar, Kundrathur, Chennai - 600 069. Ph.: 72739 01234, 72749 01234, Fax : 2478 0798
E-Mail : info@madhadentalcollege.com Website : www.madhadentalcollege.com

Admin. Office : 1A, Chari Street, North Usman Road, T.Nagar, Chennai - 17. Ph : 2814 0212, Tele fax : 044-2814 0213

GENDER HARASSMENT POLICY

Policy No: MDC/GH/2021/32

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PURPOSE

Madha Dental College is very keen in prohibiting gender harassment, and ensuring a safe and protective environment for both students and faculties. The institution has constituted an Internal Complaints Committee for prevention, prohibition and redressal of gender related grievances of employees and students. The Internal complaints Committee, safe guards the rights and liberties of women and promote equity among the students and staffs. The committee organises programs to instil the sense of equity and freedom and measures that they can be taken to protect themselves. During the orientation programs for UG and PG students, a gender sensitization program is conducted to create awareness on the functions of the committee. Student members are included in the committee to give their perspective and access to information of the steps taken to prevent gender harassment. Non-teaching staffs are also included in the committee.

OBJECTIVES OF THE POLICY

1. To prevent gender harassment by promoting gender amity among staff, students and other employees.
2. To deal with cases of gender 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 sensitisation and to conduct enquiries into complaints of gender harassment.



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PROCEDURE:

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 Madha Dental College & Hospital to provide effective enforcement of the basic human rights of gender equality and guarantee against sexual harassment and abuse. To provide conducive atmosphere in the campus, to all the staff members, employees and students of Madha 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.

Charts are put up in the college at prominent places to make the students and staff of how to approach and whom to approach in case of an unacceptable situation.

The safety and security of staffs and students are important. CCTV cameras are present in all classrooms, clinics, labs and corridors and also outside the college building. Safety and security round the clock, 24/7 is ensured for all the individuals in and around the campus including hostel with appropriate security manpower system. Common rooms and separate toilet facilities are present for girls and boys, and also for teaching and non-teaching staffs. The mentors also act as counsellors to counsel the students. Students are encouraged to make use of KAVALAN APP to ensure security for women.

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.



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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.

Applies to:

- All Faculty and student members of Madha dental college and hospital





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PREPARED BY IQAC Coordinator	VERIFIED BY IQAC Director	APPROVED BY Principal
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