



**MOTHER TERESA WOMEN'S UNIVERSITY**  
**KODAIKANAL**  
**POLICY FOR INTERNAL COMPLAINTS**  
**COMMITTEE FOR PREVENTION OF SEXUAL**  
**HARASSMENT**



As per the guidelines of Supreme Court, UGC, Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013, Mother Teresa Women's University has constituted its Internal Complaints Committee/Committee for Prevention of Sexual Harassment for providing a conducive atmosphere that is free from any kind of inappropriate behaviour amidst students/staff, between staff and students, between the higher authorities and their colleagues, to promote women empowerment.

The University's Internal Complaints Committee/Committee for Prevention of Sexual Harassment comprises a Senior Professor/Faculty Member as the Coordinator, two Faculty members, one Administrative staff of Assistant Registrar Cadre, two Deputy Wardens, two student representatives and one external personnel with legal background as the Members.

**Objectives**

- To create a secure physical environment to deter any act of untoward behaviour
- To ensure the protection of employees and students from sexual harassment
- To raise awareness on sexual/or psychological harassment in its various forms
- To reduce the exploitation of the vulnerability of the students and employees from their superiors
- To evolve a permanent mechanism for the prevention and redressal of sexual harassment cases and other acts of violence inside the campus
- To assist the woman students and employees with realizing their rights of freedom
- To protect the basic privileges of woman students and staff
- To instil the students and staff with resilience for self-protection

**Procedure of Complaint Filing**

- Any affected student/staff shall represent her objection pertaining to her harassment/exploitation in vocal or written form to the ICC.
- The parents of the affected person can represent their objection.
- If the petitioner would not like to reveal her name, she can drop her complaint in the drop box outside the Academic Block/Library of the University.
- Complaint can be lodged through mail.
- The complaint must be filed and acknowledged within two weeks.
- Strict confidentiality shall be ensured in all cases.

**Mechanism of Disposal**

- The Committee Shall, after a thorough investigation, register the complaint.
- Based on detailed enquiry the committee shall submit a confidential report directly to the Vice-Chancellor within one or two months.
- The report must be purely fair and objective.

- The prosecution for the convict shall be as per the rules and regulations of the University specified in its Acts or Statutes.
- In case, the complaint is proved false, frivolous or malicious, the committee shall report to the Vice-Chancellor, who shall take the penal action against the complainant as per the rules of the University.
- All the proceedings shall be duly recorded and signed by the committee Members.

**Members of Internal Complaints Committee/Committee for Prevention of Sexual Harassment**

The University has constituted the following members with the approval of the Vice Chancellor:

Name	Position in ICC	Gender	Mobile Number & E-mail
Dr.C.Hilda Devi Prof.& Head,Dept. of Sociology	Coordinator	F	9443501699 <a href="mailto:sociologymtwu@gmail.com">sociologymtwu@gmail.com</a>
Dr. Hannah Sharon Assistant Profesoor Dept. of Management Studies.	Faculty Member	F	9442284484 <a href="mailto:hannahsharon@gmail.com">hannahsharon@gmail.com</a>
Mrs. M.Shakunthala Assistant Registrar	Member (Nonteaching)	F	94423 28484
Ms. Elizabeth Lebony	Student	F	6381486226 <a href="mailto:Lebonyakumar98@gmail.com">Lebonyakumar98@gmail.com</a>
Ms.Akila	Student	F	8300714727 <a href="mailto:johnaammu@gmail.com">johnaammu@gmail.com</a>
Dr.Neelavalli Director, IWID:Initiatives Women In Development, Chennai	Member from the NGO	F	9444016500
Dr.Ranjanie Dr. S. Uma Maheshwari	Deputy Warden-I Deputy Warden-II	F F	8610504549 <a href="mailto:ranjaniebabu@yahoo.co.in">ranjaniebabu@yahoo.co.in</a> 8012864557 <a href="mailto:nanouma@rediff.com">nanouma@rediff.com</a>

*e. hilda devi*  
REGISTRAR,  
MOTHER TERESA WOMEN'S UNIVERSITY,  
KODAIKANAL.

*Deedeh*  
VICE CHANCELLOR  
Mother Teresa Women's University  
Kodaikanal