



Internal Compliant Committee
(Protection Against Sexual Harassment Cell)

Policy Version	Policy Distribution	Effective Date	Created By	Reviewed By	Approved By
1	IOI Students (All Batches)	1st April 2025	Ms. Nikitha M C	Mr.Pankaj Kumar Jha	Mr.Gopal Sharma

Overview

PW Institute of Innovation (PWIOI) is committed to fostering a safe, respectful, and inclusive environment for all students. We adhere to the Sexual Harassment of Women at the Workplace (Prevention, Prohibition, and Redressal) Act, 2013, and strictly follow a "zero-tolerance" approach to sexual harassment. This policy ensures that all students, irrespective of gender, are protected from any form of sexual harassment on campus and during any related events or activities.

Objectives

- To provide a secure and harassment-free environment for all students.
- To promote awareness about sexual harassment in its various forms.
- To ensure that any complaints are handled swiftly, confidentially, and impartially.
- To offer support services for the victimized and ensure timely resolution of complaints.

Definition of Sexual Harassment

Sexual harassment is defined as any unwelcome or inappropriate conduct of a sexual nature, which may include but is not limited to:

- **Verbal Harassment:** Insulting comments, derogatory jokes, unwanted sexual remarks, or threats.
- **Non-verbal Harassment:** Offensive gestures, body language, or the display of inappropriate materials.

- **Physical Harassment:** Unwanted physical contact, such as touching, brushing against someone, or any form of assault.
 - **Exclusionary Behaviour:** Isolation or exclusion from normal social or academic activities due to gender.
 - **Sexually Suggestive Actions:** Innuendos, lewd comments, or physical acts.
- Other Forms:** Offensive displays of sexually explicit content, such as pictures, cartoons, pamphlets, etc.

Committee Structure

The Anti-Sexual Harassment Committee (ASHC), known as is responsible for enforcing this policy. The committee will consist of:

- A **Chairperson** (appointed by the PWIOI Director)
- Faculty members
- Administrative staff
- Student members (voluntary and based on meeting attendance)

The Committee operates independently and ensures a fair and unbiased investigation of all complaints.

Complaint Procedure

- **Filing a Complaint:** Any student who experiences or witnesses' sexual harassment can file a written complaint with the Committee. Complaints should be made within **3 months** from the date of the incident.
- **Complaint Assistance:** The Committee will provide reasonable assistance to the complainant if needed, especially in situations where the complainant is unable to file a written complaint.
- **Confidentiality:** All complaints and proceedings will be treated with the utmost confidentiality. Only those directly involved in the investigation will have access to the details of the complaint.
- **Investigation:** The Committee will investigate all complaints within **30 days** of receipt and provide an opportunity for the complainant and the respondent to present their case.

Conciliation and Settlement

- The Committee may attempt conciliation before initiating formal inquiry. However, **monetary settlements** are strictly prohibited.
- If both parties agree to a settlement, it must be documented and signed by both parties and the Committee.

Action and Consequences

- If the allegation is substantiated, the Committee will recommend appropriate actions, including but not limited to:
 - A **written apology** to the complainant.
 - **Warnings** or **counselling** for the respondent.
 - **Suspension** or **expulsion** from the Institute for serious cases.
- If the complaint is found to be malicious, the complainant may face corrective action, including **counselling** or **disciplinary measures**.

Malicious Allegations

- If it is found that the complaint was made with malicious intent or was based on false information, the Committee will recommend disciplinary action against the complainant.

Meetings and Quorum

- The ASHC will convene as needed to discuss and resolve issues or organize awareness programs.
- The quorum for any meeting shall be at least **2/3 of the members** of the committee.

Adoption and Amendment of Policy

This Anti-Sexual Harassment Policy was adopted on **1st April 2025** and will remain in force until amended. Any amendments to the policy will require approval from the Committee and the Principal.

Contact Information

Students wishing to file a complaint or needing assistance write to us the provided Email ID.

For assistance or further information, students can approach the **Chairperson** or any other committee member directly.

By adopting this policy, PW Institute of Innovation strives to ensure a safe, respectful, and supportive academic environment where every student feels protected and valued.