



SCTIMST
Sree Chitra Tirunal Institute
for Medical Sciences and Technology
Trivandrum, Kerala 695011

**Internal Complaints Committee on Sexual Harassment of Women in the
Workplace (Prevention, Prohibition and Redressal)**

Annual Report for the Academic Year 2014

The Annual Report of the Internal Complaints Committee, SCTIMST fulfils the requirements of the section 21(1) of the Sexual Harassment of Women at Workplace(Prevention, Prohibition and Redressal)Act, 2013. This requires the submission of an annual report for each calendar year to be prepared and submitted to the Employer and the District Officer.

The manner of reporting was specified vide section 14 of the Sexual Harassment of Women at Workplace(Prevention, Prohibition and Redressal) Rules, 2013 notified on December 9, 2013 as given below:

1. The number of complaints of sexual harassment received in the year
2. Number of complaints disposed off during the year
3. Number of cases pending for more than 90 days
4. Number of workshops or awareness programmes against sexual harassment carried out
5. Nature of action taken by the employer or District Officer

Members of the Internal Complaints Committee during the reporting period- January 1, 2014 to December 31, 2014

- i. Dr.Rupa Sreedhar, Chairperson (from 17/07/2008 up to 19/01/2014)
- ii. Dr.Renuka Nair R Chairperson (Member from 17/07/2008 and Chairperson from 20/01/2014 to date)
- iii. Dr,Sankara Sarma , Member (from 20/01/2014 to date)
- iv. Dr.Mala Ramanathan , Member (from July 17, 2008 to date)
- v. Dr.Nalini Nayak, External Member (from 17/07/2008 till 23/07/2014)
- vi. Dr.Lissy K Krishnan, Member (from 17/07/2008 till 19/01/2014)

- vii. Dr.Sudhamani Amma S, Member (from 17/07/2008 to date)
- viii. Dr.Kumary TV, Member (from 20/01/2014 to date)
- ix. Dr.Bismi Gopalakrishnan, External Member (from 24/07/2014 to date)

1. The Number of Complaints of Sexual Harassment Received During the Year 2014

A total of 7 complaints were received during the reporting period. Of these complaints, one complaint was not an individual complaint requiring redressal, but a request for structural redressal from women technicians working in the Central Laboratory of SCTIMST. This complaint/request pertained to the construction of a toilet for the use of the women technicians of the Laboratory as the lack of it impinged upon their safety. The ICC recommended the construction of a toilet for the use of the women technicians in the Central Laboratory, SCTIMST. One of the cases was not of sexual harassment and therefore was duly referred to the Director, SCTIMST for appropriate action. **Thus, exclusive complaints of individual cases of sexual harassment received during the reporting period were 5 in number.**

2. The Number of Complaints Disposed off During the Year 2014

All the 7 complaints were disposed off during the year. The date of receipt of complaint and date of submission of report are given below:

Complaint Number	Date of receipt of complaint	Date of disposal of complaint	Duration between receipt & disposal
CC/RRN/2014/001	15/01/2014	15/02/2014	31 days
CC/RRN/2014/002	30/01/2014	15/02/2014	15 days
CC/RRN/2014/003 a-c	(a)11/02/2014	17/05/2014	96 days
	(b)12/02/2014	17/05/2014	95 days
	(c) 18/02/2014	17/05/2014	89 days
CC/RRN/2014/004	03/03/2014	17/05/2014	43 days
CC/RRN/2014/005	01/09/2014	05/09/2014	4 days

3. Number of Cases Pending for More than 90 days

As indicated in the earlier section, only one of the cases had been pending for more than 90 days. The margin in that case was 96 days and that was due to the omnibus nature of the set of complaints, which were all part of a series. The disposal of the last of the complaint in that series was exactly within 90days. The average number of days from receipt of complaint to disposal for these five cases was 65.

4. Number of workshops or awareness programmes against sexual harassment carried out

The number of training/awareness programmes organised by the ICC-SCTIMST were as indicated below:

1. Jan 4, 2014: All Students and Faculty, SCTIMST
2. Jan 17, 2014: Staff and students, BMT Wing

5. Nature of action taken by the employer or District Officer

The action taken against the specific respondents by the Employer - The Director, SCTIMST are detailed in the table provided.

Complaint Number	Action Taken by Employer
CC/RRN/2014/001	<ul style="list-style-type: none">• The respondent's increments were withheld for one year.• The period of suspension during the inquiry was adjusted against eligible leave of the respondent
CC/RRN/2014/002	A toilet was constructed within the premises.
CC/RRN/2014/003 a	Respondent was called and warned.
CC/RRN/2014/003 b	Respondent was called and warned.
CC/RRN/2014/003 c	Respondent was called and warned.
CC/RRN/2014/004	Complainant was found to have filed a false complaint. She has been subject to transfer by way of punishment.
CC/RRN/2014/005	The case was not one of sexual harassment. It was referred to the Director, SCTIMST, for action.

Signed:

June 25, 2015

Renuka Nair R
Chairperson
ICC-SCTIMST