

Declared as Deemed to be University u/s 3 of UGC Act, 1956

The Constituent College
SHRI B. M. PATIL MEDICAL COLLEGE, HOSPITAL & RESEARCH CENTRE, VIJAYAPURA

The institution has a transparent mechanism for timely redressal of student grievances / prevention of sexual harassment and prevention of ragging

REGISTRAR
BLDE (Deemed to be University)
Vijayapura-586103. Karnatalm



BLDE (DEEMED TO BE UNIVERSITY) SHRI B. M. PATIL MEDICAL COLLEGE, HOSPITAL & RESEARCH CENTRE, VIJAYAPURA

STANDARD OPERATING PROCEDURE FOR REPORTING GRIEVANCE BY THE STUDENTS

The students and their parents are informed about the presence of Grievance redressal committee in our institute during foundation day course.

In case a student wishes to refer a grievance The contact details of warden at respective hostels are displayed on notice board He can contact them 24/7 by phone The record of grievance in maintained by warden The warden bring to the notice of principal or the student can also mail the grievance to principal The grievance is attended by principal & forwarded to Grievance redressal committee to discuss The committee arranges the meeting involving the students who has reported Suitable action will be recommended & acted upon within 7 working days Suitable action taken report will be recorded in the minutes of the meeting If the student is not satisfied with the decision of the student grievance redressal committee then her/his grievance will be referred to Registrar University Grievance not solved by the institutional student grievance redressal committee shall be referred by registrar to the University student grievance redressal committee for redressal If the student is still not satisfied with the decision of the University student grievance redressal committee then the grievance shall be referred to the ombudsman The ombudsman shall make all effort to resolve the grievances within a period on 30 days receiving the

appeal from the aggrieved students

The ombudsman shall after giving reasonable opportunities of being heard to both parties, on the conclusion of proceedings, pass such order, with reasons three for, as may be deemed fit to redress the grievance and provide such relief as may be appropriate to the aggrieved student



The university as well as the aggrieved student shall be provided with copies of the order under the signature ombudsman and the university shall place it for general information on its website



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STANDARD OPERATING PROCEDURE TO REPORT SEXUAL HARASSMENT BY

STAFF/STUDENT/NON-TEACHING STAFF

[As per guidelines laid down by Honorable Supreme Court of India ACT: 1997 6, SCC 241]

The committee for prevention of sexual harassment and gender abuse is constituted and functions as per the statutory guidelines.

The information regarding existence of committee for prevention of sexual harassment is informed to

- 1. All under graduate and post graduate, post doctoral and every student of the Deemed to be University during foundation course or at the beginning of their course.
- 2. All the newly joined teaching and non-teaching staff once in four months.

The name and the contact details of the committee members are displayed in all important location of the University campus for easy access.

Orientation /awareness programs program is conducted and the statutory regulation, its details ,mode of complaint lodging, process and action taken is explained in detail. What constitutes sexual harassment, what are the outcomes and punishments etc is informed in detail .The non teaching employees receive the orientation in the local language too.

The aggrieved person can write a complaint on a plain paper and shall hand over to head of the committee or any members of committee in a sealed cover.

Once the complaint is received, the meeting of the committee members will be called upon immediately and action will be recommended within seven working days.

The complainant and the accused will be called and enquired regarding complaint in detail separately.

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Details of the complaint will be taken in writing from both the aggrieved and against whom the complaint is lodged. The committee based on the interaction proceeds for enquiry.

If the complaint is found genuine prima facie

The enquiry will be conducted based on the evidences

Then after adequate enquiry the committee reviews the evidence and recommendations are made and submitted to honorable Vice chancellor.

The final report will be placed in meeting of board of management [BOM] for the final decision and needful action.

If complainant is not convinced with above decision,

He/she has liberty to file a police complaint.

The report of all the complaints received and the action taken during academic year is sent in a prescribed format to University Grants Commission in the month Of April every year. The report also includes the details of awareness/orientation programs conducted during the academic year.

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PROTOCOL TO REPORT RAGGING INCIDENT

(Based on Regulations on curbing the menace of raging in higher educational institutions 2009)

The students and parents are informed regarding functioning of Anti Ragging Committee and mechanism to file a complaint in our institute, during foundation day programme



Awareness regarding the ragging is done for fresher's once a year by arranging a lecture by police personnel and showing videos shared by UGC.



In case a student wish to report a ragging incident, he or she can report to the warden or principal directly





They can call to toll free numbers displayed on notice boards of all the hostels.



NRI Hostel: 18004253770 / Ladies Hostel: 18004252770 / Boys hostel: 1800 425 4770

Or



They can mail the complaint to principal e mail ID - bmpmc.principal@bldedu.ac.in



The records of the complaint are maintained and brought to the notice of the principal, vice principal and warden immediately



Smt. Bangaramma Sajjan Campus, B. M. Patil Road (Sholapur Road), Vijayapura - 586103, Karnataka, India.

BLDE (DU): Phone: +918352-262770, Fax: +918352-263303, Website: www.bldedu.ac.in, E-mail: office@bldedu.ac.in
College: Phone: +918352-262770, Fax: +918352-263019, E-mail: bmpmc.principal@bldedu.ac.in

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The details of the incident are sought from the complainant and opposite party

The complaint is placed in the anti-ragging meeting that is held every Saturday or meeting is called on priority depending upon the severity of the incident

In the meeting, both the complainant and accused are called to discuss their point of views separately

The members of the committee will decide whether the reported incident is ragging or not. If it does not fit in to ragging, both parties are counselled and the case is dismissed

If the ragging is proved, then the quantum of punishment is decided, like warning is issued or fine is collected or the student found guilty is terminated form college for six months with help of legal advisor. The parents are also informed regarding the incidence.

If the complaint or accused is not convinced with the decision of the committee, he or she has right to file a police complaint.

We are receiving complaints from the incidence both online as well as offline mode. Provision of toll free numbers to all the hostels as a part preventive measures. Following are the contact numbers.

NRI Hostel: 18004253770

Ladies Hostel: 18004252770

Boys hostel: 1800 425 4770

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