

## **COMPLIANCE CELL FOR PREVENTING SEXUAL HARASSMENT OF WOMEN**

**Date:** 07.07.17

**Time:** 11.00 am

**Venue:** Registrar's office

### **MINUTES OF THE MEETING**

During the meeting, the following members were present.

1	Dr.Prabha Swaminathan, Associate Professor, OBG	Convenor
2	Dr.R.Vijayashree, Professor & Head, Pathology	Member
3	Dr.N.Ashokkumar, Associate Professor, Dermatology	Member
4	Dr.Veena M Joseph, Professor & VP, CCN	Member
5	Dr.Koyeli Girigoswami, Asst. Professor, FAHS	Member
6	MrsR.Vijayalakshmi, Finance officer, CARE	Member
7	Mr.M.Paramasivanantham, General Manager (HR)	Member
8	Mrs.R.Vasantha, Guide, NGO Organization	Member

At the outset, the convenor welcomed the committee members and also the newly elected members.

The agenda items were taken up for discussion.

A copy of the 'Vishaka Guidelines' against sexual harassment at work place laid down by the Honourable supreme court were circulated to the newly elected members.


The convenor explained in detail about the types and stages of sexual harassment to the newly elected members.

She also informed them about the procedures to be followed in resolving the complaints received from the petitioner.

A maximum of one month should be allotted for the resolution of written complaint.

All the members are requested to give priority for the complaints received and to conduct enquiry in a confidential manner.

With this, the meeting came to an end.

A handwritten signature in black ink, appearing to read 'Prabha', with a horizontal line drawn underneath it.

Dr.Prabha Swaminathan

Associate Professor, OBG

Convenor - Compliance cell for preventing Sexual Harassment of Women

To

All the members

Cc:

The Vice Chancellor

Registrar

Dean, CHRI

Director Research

Principal, AHS

Principal, CCN