

# EQUALITY POLICY

## INDEX

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Policy Statement  
Definitions  
Scope of the Policy  
Complaint Mechanism  
Disqualification of Chair/ member SUCC  
Power and Duties  
Procedure  
Disciplinary Penalties  
Our Existing Law on EQUALITY

**Policy Statement: The Policy to consolidate and to maintain Equality & diversity and to ensure non-Discrimination among IECIANS during day to day official mechanism at IEC University. The Policy will also apply to outsiders and residents, of the University to the extent specified in these rules and procedures. Vide this policy, all officials and relevant person are to follow the policy and will not disclose or communicate, or copy information which may be highly commercial, sensitive, in any way to anybody except in case they have written instructions to do so.**

### **DEFINITIONS**

- I. "Students" includes regular students as well as current day scholars of the University.
- II. 'Teaching staff' includes any person in the staff of the University, who is appointed to a teaching and/or research post, whether full time, temporary, ad-hoc, part-time, visiting, honorary, or on special duty or deputation and includes employees on casual basis.
- III. 'Non-Teaching Staff' includes any person on the staff of IEC University, who is not included in the teaching staff. This category includes employees who are full-time, temporary, ad-hoc, part-time, visiting honorary, or on special duty or deputation, and the ones employed on a casual or project basis.
- IV. "Member of the University" includes all those listed in categories I – III above.

V. "Resident" includes any person who is a temporary or permanent resident of any of the accommodations or premises allotted to him / her as an employee of the University.

VI. "Outsider" includes any person who is not a member of the University or a resident. It also includes, but is not limited to, any private person offering residential and other facilities to students, teaching staff or non-teaching staff of the University.

VII. "Campus" includes all places of work and residence in the IEC University. It includes all places of instruction, research and administration, as well as hostel, health centers, sports grounds, staff quarters and public places.

## **SCOPE OF THE POLICY**

This Policy shall be applicable to all complaints of discrimination made:

I. By a member of the University against IEC University, or any other member of the University irrespective of whether the act of discrimination is alleged to have taken place within or outside the campus.

II. By a resident against IEC University, or against a member of the University or by a member against a resident irrespective of whether the act of discrimination is alleged to have taken place within or outside the campus.

III. By an outsider against IEC University, or against a member of the University or by a member of the University against an outsider if the act of discrimination is alleged to have taken place within the campus.

IV. By a member of the University, against IEC University or against an outsider if the act of discrimination is alleged to have taken place outside the campus. In such cases the Committee shall recommend that the University authorities initiate action by making a complaint with the appropriate authority. Further the Committee will actively assist and provide available resources to the complainant in pursuing the complaint.

## **COMPLAINT MECHANISM**

Implementation of the University policy against the act of discrimination shall be achieved through **IEC University Complaints Committees (IECUCC)** as the designated complaints and redressal body.

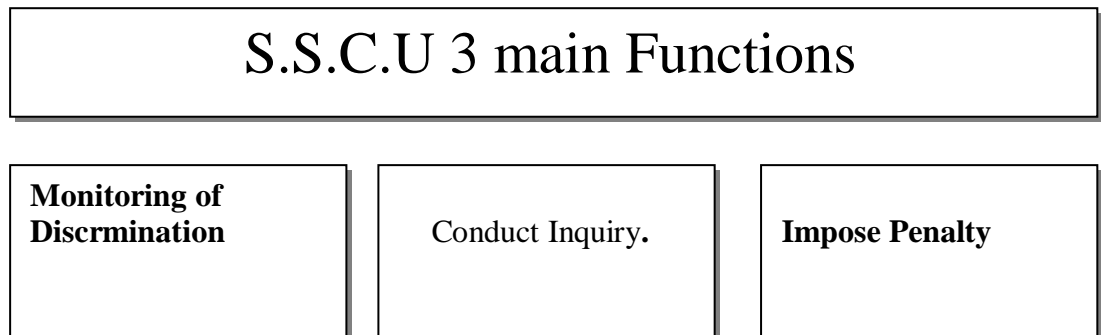
### Constitution of the Committees

- The Chairperson will be a female faculty member and elected by the members of the IECUCC  
**(Member of the Standing Committee)**
- A member of the Proctoral Committee (S.C)
- Dean or Dean's Representative of Student Services (S.C)
- One Human Resources Department Representative (S.C)
- One nominated member of the Academic Staff (Chosen from a pool of trained staff on a case by case basis).
- One nominated member of the Non-Academic Staff (Chosen from a Pool of trained staff on a case by case basis).
- One person experienced in dealing vigilance cases and with legal background, having well versed CCS (CCA) and CCS(Conduct ) Rules and Central AND State Acts – co-opted from out with the University (IECU)

### Disqualification of Chair / member IECUCC

A person shall be disqualified from being a member of IECUCC if any investigation into their personal conduct relating to sexual harassment, moral turpitude or criminal charges are pending against him/her. Should he/she be found guilty as charged he/she will be permanently barred from service on IECUCC

### Power and Duties



SSCU will have three main functions.

1. Monitoring of discriminatory complaints.
2. Conduct Inquiry

### 3. Impose Penalty

1. Monitoring of maintenance of official secrecy and spying matters is one of the roles of IECUCC.

- a) The Equality Policy in summary form shall be prominently adhered by all staff member since the time of signing code of conduct and undertaking made before IEC University.
- b) All CCTV camera has been installed at all prohibited and important places and its control hub has been checked 24X7 by the expert staff.
- c) At entry and exit gate, has automatic machine which has clipping of inside contents of bag/ suitcases etc.
- d) Effective monitoring of working of CCTV Cameras at all sensitive nodes.

### 2. Conduct Inquiry

- a) IECUCC, on receiving complaint, or on suo-motto, will appoint Inquiry committee.
- b) IECUCC will examine the report submit by Inquiry committee and submit the proposal for imposition of penalty to High power committee.

### **PROCEDURE**

#### **Complaint Received/ Noticed**

**When any complaint is received or noticed the same should be put up before IECUCC**

**IECUCC after perusing the complaint will appoint Inquiry committee with instruction to submit the report within seven days.**

**Inquiry Committee in its turn investigates into the matter immediately and set up the process to conduct the inquiry.**

**Inquiry Committee sit and examine into the matter and set the issues.**

**Inquiry Committee summons the witness and the persons involved in the matter to be inquired into.**

**Inquiry Committee will fix the date of hearing and adjournment may not be allowed in any case.**

**Inquiry Committee will conclude the inquiry proceeding after examining the facts and evidences, witnesses.**

**After conclusion on Inquiry , Inquiry Committee will submit the report to IECUCC under SEALED ENVELOPE..**

**The SEALED ENVELOPE will be opened and put up before chairperson IECUCC.**

**The IECUCC, after perusing the inquiry, will issue SHOWCAUSE NOTICE to the person, against whom Inquiry Committee framed charges.**

**After receiving the reply to the Show Cause Notice, and on the basis of gravity of the offence, IECUCC will propose the imposition of penalty. The Imposed penalty will be communicated to the offender and concerned department and HR and Account Section.**

STEPS

COMPLAINT RECEIVED

PUT UP BEFORE IECUCC

INQUIRY COMMITTEE  
APPOINTED

INVESTIGATION
CONDUCTION OF INQUIRY
SITTING & EXAMINING THE CASE BEFORE IC
SUMMONING THE WITNESSES, EVIDENCES
HEARING
CONCLUSION OF INQUIRY
SUBMISSION OF REPORT TO IECUCC

PUT UP THE REPORT OF IC BEFORE IECUCC Committee

ISSUANCE OF SHOW CAUSE NOTICE

PERSUAL OF REPORT AND IMPOSITION OF PENALTY

COMMUNICATION OF ORDERS TO PENALISED STAFF

FORWARDING THE COPY OF PENALTY ORDER TO HR &  
ACCOUNTS DEPTT

DISCIPLINARY PENALTIES

MINOR PENALTIES

MAJOR PENALTIES

WRITTEN WARNING
STOPPAGE OF INCREMENT FOR ONE YEAR
STOPPAGE OF INCREMENT FOR TWO YEARS

STOPPAGE OF INCREMENT FOREVER
REDUCTION OF POST TO LOWER RANK
TERMINATION OF SERVICES
TERMINATION OF CONTRACT/AGREEMENT (In case the act of Bribery, committed by outsider )
Referring the matter to Local Law Enforcement Agency

**Our Existing Law on Equality**

**Our constitution- the safeguard of fundamental Rights**

**Our Preamble**

**WE, THE PEOPLE OF INDIA, having solemnly resolved to constitute India into a 1 [SOVEREIGN SOCIALIST SECULAR DEMOCRATIC REPUBLIC] and to secure to all its citizens: JUSTICE, social, economic and political; LIBERTY of thought, expression, belief, faith and worship; EQUALITY of status and of opportunity; and to promote among them all FRATERNITY assuring the dignity of the individual and the 2**

[unity and integrity of the Nation];

**IN OUR CONSTITUENT ASSEMBLY this twentysixth day of November, 1949, do HEREBY ADOPT, ENACT AND GIVE TO OURSELVES THIS CONSTITUTION**

### **Right to Equality**

**Article- 14. The State shall not deny to any person equality before the law or the equal protection of the laws within the territory of India.**

**Article- 15. (1) The State shall not discriminate against any citizen on grounds only of religion, race, caste, sex, place of birth or any of them.**

**(2) No citizen shall, on grounds only of religion, race, caste, sex, place of birth or any of them, be subject to any disability, liability, restriction or condition with regard to—**

**(a) access to shops, public restaurants, hotels and places of public entertainment; or**

**(b) the use of wells, tanks, bathing ghats, roads and places of public resort maintained wholly or partly out of State funds or dedicated to the use of the general public.**

**(3) Nothing in this article shall prevent the State from making any special provision for women and children.**

**[(4) Nothing in this article or in clause (2) of article 29 shall prevent the State from making any special provision for the advancement of any socially and educationally backward classes of citizens or for the Scheduled Castes and the Scheduled Tribes.]**

**[(5) Nothing in this article or in sub-clause (g) of clause (1) of article 19 shall prevent the State from making any special provision, by law, for the advancement of any socially and educationally backward classes of citizens or for the Scheduled Castes or the Scheduled Tribes in so far as such special provisions relate to their**

admission to educational institutions including private educational institutions, whether aided or unaided by the State, other than the minority educational institutions referred to in clause (1) of article 30.]

**Article- 16. (1) There shall be equality of opportunity for all citizens in matters relating to employment or appointment to any office under the State.**

**(2) No citizen shall, on grounds only of religion, race, caste, sex, descent, place of birth, residence or any of them, be ineligible for, or discriminated against in respect of, any employment or office under the State.**

**(3) Nothing in this article shall prevent Parliament from making any law prescribing, in regard to a class or classes of employment or appointment to an office**

**[under the Government of, or any local or other authority within, a State or Union territory, any requirement as to residence within that State or Union territory] prior to such employment or appointment.**

**(4) Nothing in this article shall prevent the State from making any provision for the reservation of appointments or posts in favour of any backward class of citizens which, in the opinion of the State, is not adequately represented in the services under the State.**

**[(4A) Nothing in this article shall prevent the State from making any provision for reservation [in matters of promotion, with consequential seniority, to any class] or classes of posts in the services under the State in favour of the Scheduled Castes and the Scheduled Tribes which, in the opinion of the State, are not adequately represented in the services under the State.]**

**[(4B) Nothing in this article shall prevent the State from considering any unfilled vacancies of a year which are reserved for being filled up in that year in accordance with any provision for reservation made under clause (4) or clause (4A) as a separate class of vacancies to be filled up in any succeeding year or years and such**



class of vacancies shall not be considered together with the vacancies of the year in which they are being filled up for determining the ceiling of fifty per cent. reservation on total number of vacancies of that year.]

(5) Nothing in this article shall affect the operation of any law which provides that the incumbent of an office in connection with the affairs of any religious or denominational institution or any member of the governing body thereof shall be a person professing a particular religion or belonging to a particular denomination.

Article- 17. "Untouchability" is abolished and its practice in any form is forbidden. The enforcement of any disability arising out of "Untouchability" shall be an offence punishable in accordance with law.

Article- 18. (1) No title, not being a military or academic distinction, shall be conferred by the State.

(2) No citizen of India shall accept any title from any foreign State.

(3) No person who is not a citizen of India shall, while he holds any office of profit or trust under the State, accept without the consent of the President any title from any foreign State.

(4) No person holding any office of profit or trust under the State shall, without the consent of the President, accept any present, emolument, or office of any kind from or under any foreign State.