



# PK DAS INSTITUTE OF MEDICAL SCIENCES

(Approved by National Medical Commission of India<sup>1</sup> & Affiliated to Kerala University of Health Sciences [KUHS])  
NABH Entry Level Certified Hospital & Medical College



## **INTERNAL COMPLAINTS COMMITTEE (ICC)**

### **REPORT OF ACTIVITIES FOR THE PERIOD 01.06.2024 TO 28.02.2025**

#### **Submitted to the Head of the Institution/Principal**

The following points as to the functioning of the ICC during the academic year till date, are hereby reported to the Head of the Institution, PKDIMS:-

1. **Reconstitution of the ICC**, required as per sexual harassment of women at workplace (prevention, prohibition and redressal) act & rules, 2013. The Internal Complaints Committee (ICC) was reconstituted on 15.10.2023 by the Principal, PKDIMS comprising of the following members :-

- i. Prof Dr Arati Anand Amin - Chairperson
- ii. Prof Dr Ravikanth Soni - Member
- iii. Mr Muralidhara Bhatt, Administrative Manager- Member
- iv. Adv Ciliya Joji, Legal Expert – Member
- v. Mr Sankar Mohan E (Student Representative – Former College Students Council Chairperson – Member
- vi. Dr Niveditha Sujith ( Junior Resident) – Member

2. **Activities and actions undertaken by ICC :-**

1. **Handling the complaints** being received as per the provisions of the Act and Rules, 2013. The Act in its Section 2n, defines sexual harassment. The Committee is well aware of the fact that the following shall come under act of 'Sexual harassment':- 'Sexual harassment' includes any one or more of the following unwelcome acts or behaviour (whether directly or by implication), namely :-

- a) Physical contact and advances, or
- b) A demand or request for sexual favours, or
- c) Making sexually coloured remarks, or
- d) Showing pornography, or



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e) Any other unwelcome physical, verbal, non-verbal conduct of sexual nature

Further, Section 3 (2) of the Act elaborates that if any of the following circumstances occurs or is present in relation to or connected with any act or behavior of sexual harassment among other circumstances, it may amount to sexual harassment:-

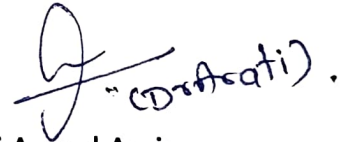
- i. Implied or explicit promise of preferential treatment in her employment, or
- ii. Implied or explicit threat of detrimental treatment in her employment, or
- iii. Implied or explicit threat about her present or future employment status, or
- iv. Interference with her work or creating an intimidating or offensive or hostile work environment for her, or
- v. Humiliating treatment likely to affect her health or safety

**Complaint Registered during the period under review :-** No formal complaints have been registered during the period under review. The fact is that the ICC did not receive any complaint during the period.

2. **Awareness Programme** : - Many awareness sessions were organized to educate students on the subject of prevention of sexual harassment and to promote a safe environment, that is environment free of fear in studies/work/learning process. These sessions were conducted with the assistance of the Department of Community Medicine and also during the Mentor –Mentee sessions which is mandatory as per NMC Regulations.
3. **Awareness sessions were also held** through the assistance and coordination of Dept of Forensic Medicine.
4. **Safe Work place Measures** : The ICC collaborated with the Hospital Administration to ensure a safe workplace for all members of the staff, both Faculty and Non –teaching members
5. **Visibility of ICC Guidelines :-**
  - i. Posters were placed in conspicuous locations across the Campus detailing the ICC guidelines

- ii. These guidelines were also presented through P P T slides, during the academic sessions to ensure broader visibility among students and Faculty
- iii. **Web Portal Updates** :- The Acts and Rules and also the policy on Sexual Harassment of women at Work Places were uploaded to the Official PKDIMS web portal, along with the names and contact details of the ICC members for transparency and accessibility and for mandatory compliance.
- iv. **A document – FAQ - is also uploaded** to the Web Portal
- v. **Training Sessions for Supervisors** :- Periodic training sessions were conducted , led by the Legal Expert Ms Ciliya Joji, to the Supervisors and Staff on ICC policies and procedures ensuring compliance and promoting a harassment – free environment.

The Report highlights the proactive measures taken by the ICC during academic year till date to foster a safe and inclusive environment at PKDIMS. All activities were conducted in line with the Guidelines for prevention of sexual harassment at the workplace.



Prof Dr Arati Anand Amin  
Chairperson, ICC, PKDIMS