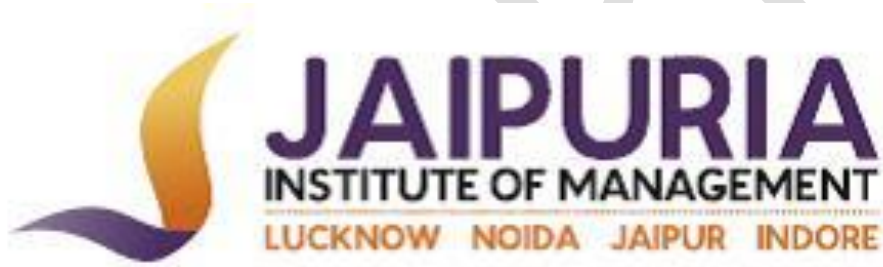


# JAIPURIA INSTITUTE OF MANAGEMENT INDORE



**SC / ST (Prevention of Atrocities Policy)**



# VISION

To be an educational institution of choice for all stakeholders which promotes human wellbeing through continuous learning

# MISSION

To provide learner-centric quality education for stakeholders' wellbeing

## **1. Scope**

The SC / ST Committee has been formulated for employees and students of Jaipuria Institute of Management, Lucknow (As per the Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Act, 1989, No. 33 of 1989, dated 11.09.1989) with the following objectives:

- To deal with and address all issues and complaints related to SC / ST students and employees
- To maintain a conducive environment for SC/ ST students in the campus
- To advise and assist the Director on all matters related to SC/ ST students

## **2. SC / ST Committee Constitution and its tenure**

SC/ST Committee will be constituted / reconstituted every year by Director of the Institute

## **3. Structure of SC / ST Committee**

SC/ST Committee will comprise of four to five faculty members of the Institute, Senior administrative manager of the Institute and one representative of SC/ST

## **4. Process of Redressal**

Any SC/ST student or employee with any complaint can approach the SC/ST Committee of the Institute in one of the following ways:

- a. Putting their complaint in complaint / suggestion box installed in the ground floor of the lobby area of the old block near the stair case.
- b. Directly approaching the committee members.

## **5. Procedure for Committee Meetings**

Periodicity and procedure for conducting meetings will be as follows:

- a. The Committee will meet once a month. However, if necessary, it may meet more than once with prior information.
- b. At least three members of the Committee should be present in a meeting.
- c. If a member of the Committee is connected with the grievance of the aggrieved individual, the concerned member of the Committee will not participate in deliberations regarding that individual's case.
- d. If the aggrieved person happens to be a member of the Committee, then he shall not participate in the deliberations as a member of the Committee during his/her representation.

- e. The Committee shall have access to all files confidential or otherwise relevant to the individual's grievance.
- f. The Committee shall study the petition and look into the relevant documents than discuss with the grievance of the concerned person and submit its report and recommendations to the Director within one month of the date of petition.

JALPURIA