

SAINIK SCHOOL BIJAPUR (KARNATAKA)
SPECIAL SCHOOL ROUTINE ORDER NO: 01 / 2025

SSRO NO : 01 / 2025

DATED : 08 JUL 2025

CONSTITUTION OF COMPLAINT COMMITTEE: WOMEN
SEXUAL HARASSMENT AT WORKING PLACE

1. Refer to the following documents (copies enclosed for ready reference and strict compliance):-

- (a) Supreme Court Judgment / Guidelines WP (Crl) No 666-70 dated 13 Aug 1997 regarding Sexual Harassment at Working Place.
- (b) Sainik Schools Society Letter No 34 (22)/98/D (SSC) dated 03 Jul 1998.
- (c) CBSE Letter No CBSE/Admn.I/14 (60)/2004 dated 16 Feb 2004.
- (d) The Gazette of India No 14 of 2013 dated 22 Apr 2013 regarding the Sexual Harassment of Women at Work Place.
- (e) Ministry of Personnel, Public Grievances and Pensions Department of Personal & Training Letter No F.No 11013/2/2014-Estt (A-III) dated 16 Jul 2015.
- (f) Chapter IX - Conduct Rules & Chapter X - Discipline of Sainik Schools Society Rules and Regulations.

2. The Committee constituted as under will enquire the "COMPLIANT(S) RECEIVED IN ANY ON THE SUBJECT / CIRCUMSTANCES AND PIN POINT THE RESPONSIBILITY TO INITIATE DISCIPLINARY ACTION " against the guilty / accused individual (s) and reflect the responsibility for the same :-

- | | | | |
|-----|-------------------|---|--|
| (a) | Presiding Officer | - | Ms Jyoti Gouli, PGT |
| (b) | Member 1 | - | Smt Deepa Kale
Nodal Officer
Women & Child Development, Vijayapura |
| | Member 2 | - | Mr Revankumar Desai, PGT |
| | Member 3 | - | Mrs Sheela Tharakan, TGT |
| | Member 4 | - | Mr DA Nadaf, UDC |

RESTRICTED

RESTRICTED**3. Guidelines for Conduct of Enquiry:-**

- (a) Written complaint / concern is to be lodged / brought to the notice of the Committee by the victim.
- (b) The Committee will scrutinize the complaint for feasibility of conduct of enquiry in accordance with the reference documents as mentioned at Para 1 above and in consultation with the undersigned.
- (c) Board of Inquiry is to be conducted and the proceedings alongwith the recommendations are to be submitted to the undersigned within 10 days from date of receipt of the complaint.
- (d) Prior taking any disciplinary action, the case documents alongwith Statement of Case are to be submitted to Sainik Schools Society for perusal / examination and further promulgation of necessary directives.
- (e) Standard Operating Procedures (SOPs) are to be issued for submission of Complaint (s) in the school to ensure prevention and protection of women employees from sexual harassment and provide cordial working environment.
- (f) The Committee is to submit an Annual Report to the Sainik Schools Society by early April through the Principal regarding complaints received and action taken.

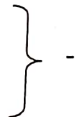
4. The tenure of Committee shall hold office for duration of three years or till further orders whichever is earlier.



(Rajalakshmi Prithviraj)
Gp Capt
Principal

Copy to :-

Vice Principal
Adm Offr



- For information and the same be disseminated to the employees during monthly Academic & Adm Staff meeting for their awareness on the subject.

Distribution:-

1. One copy to all Members of Committee.
2. File.