

Women Welfare and Safety Policy

Policy approved in the Meeting of the Board of Governors under Agenda No. 3.5 held on 18-09-2010 and amendments to the policy were approved under Agenda No. 14.3 in the meeting held on 12-03-2016

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Women are entitled to study, work, and participate in institutional activities in an environment that ensures safety, respect, and freedom from harassment and discrimination. A safe and inclusive environment enables women to realize their full potential and contribute effectively to institutional development and societal progress. The institution remains committed to promoting a culture of dignity, equality, and mutual respect, ensuring that women feel secure and supported in all academic, administrative, and social interactions.

The Women Welfare and Safety Policy was adopted by the institution in 2010 to promote a safe and supportive environment for women. The policy was subsequently revised in 2016 to incorporate statutory provisions, including compliance with the POSH Act and related guidelines.

1. General Guidelines

- The Institute shall ensure the promotion of gender equality by providing a safe, respectful, and dignified environment for women across all institutional activities.
- Awareness programs shall be conducted to educate students, faculty, and staff on promoting women's welfare and ensuring a safe workplace environment.
- A positive and respectful work culture shall be maintained for all employees, ensuring a safe and supportive environment, particularly for women.
- The Institution shall provide maternity leave to female staff in accordance with applicable statutory regulations.
- Efforts shall be undertaken to support the overall growth and equal participation of female students, faculty, and staff in all institutional activities.

2. Safety and Support Measures

The following measures shall be implemented by KCC Institute of Technology and Management to promote women's safety, welfare, and empowerment in the workplace:

- **Internal Complaints Committee (ICC)**

An Internal Complaints Committee (ICC) has been formed to handle complaints and grievances related to women from students, faculty, and staff.

- **Emergency Contacts**

The institution designates specific officers for emergency response. The contact details of the designated officers are formally documented, displayed, and widely circulated. The officers remain available on a 24×7 basis for emergency support.

- **Safe Infrastructure**

All work areas, staircases, and parking facilities shall remain properly illuminated to ensure the safety of women until the last woman leaves the campus.

- **Disciplinary Action**

Anyone found engaging in harassment, misconduct, or behaviour affecting women's safety shall face strict disciplinary action to prevent such incidents in the future.