



# UTTARANCHAL UNIVERSITY

(Established vide Uttaranchal University Act,  
2012) (Uttarakhand Act No. 11 of 2013)  
Arcadia Grant, P.O. Chandanwari, Premnagar,  
Dehradun, Uttarakhand

## SEXUAL HARASSMENT COMPLAINT PROCESS

### SOP

1. Complaint is to be given in writing by the respondent to any member of the Committee or through existing channels for lodging grievances such as wardens, teachers, or complaint Boxes at earmarked areas.
2. The complaint filed should have:
  - Description of incident
  - Date
  - Timing
  - Respondent's name
  - Relation of the accused with the respondent.
3. Complaint to be forwarded to Committee's Office.
4. Oral complaints shall be recorded.
5. The identity of the respondent to be kept confidential.
6. An Enquiry Committee shall enquire into the complaint of sexual harassment using procedures with dignity, respect and sensitivity.
7. The Enquiry Committee shall submit a detailed report of its findings within 07 days to the University Authorities along with recommendations and disciplinary action to be taken.

#### Contact Person:

**Prof. (Dr.) Bharti Ramola**

**Phone Number: 9897206569**

Other contact numbers: 8384841348, 9458390419; 8650666615



  
**Registrar**  
Registrar  
Uttaranchal University