



INDIAN INSTITUTE OF MANAGEMENT LUCKNOW

Prabandh Nagar, IIM Road, Lucknow – 226013, Uttar Pradesh

EQUAL OPPORTUNITIES POLICY

1. The Framework

As directed by the Ministry of Human Resource Development, Government of India, Equal Opportunity Cell (EOC) was constituted in the Institute vide office order No. 982 dated 07 January, 2020.

The present document entitled “Equal Opportunities Policy” (the policy) is internal to the Indian Institute of Management Lucknow (the Institute) and is meant to make the Institute a non-discriminatory and inclusive institution for students and employees to learn and work, and to ensure equal opportunities to all in the admission of students and selection and recruitment of employees and service partners.

1.1. Aims and Objectives

The EOC is a responsible functionary to ensure equal opportunity for all the stake holders of the Institute. It aims to make the Institute an equal opportunity institution which promotes equality for all within its fold regardless of any discrimination characteristics including race, colour, creed, ancestry, gender, marital status, disability, religious or political affiliation, age, or sexual orientation. It seeks to eliminate the perception of discrimination and create a socially congenial atmosphere of healthy interaction and to foster inclusive growth of the Institute.

1.2. Functions

The mandate of EOC is to serve all the stakeholders of the Institute on matters relating to ensuring equal opportunity. The responsibility of EOC will be to act as a functionary of the Institute to facilitate affirmative actions in order to ensure equal opportunity for all within its fold. As envisaged by the University Grants Commission (UGC) in the larger context of all universities and institutes in the country the EOC in IIM Lucknow shall perform the following functions.

- a) To ensure equity and equal opportunity to the community at large and bring about social inclusion.
- b) To enhance the diversity among students, teaching and non-teaching staff community and at the same time eliminate the perception of discrimination through constant interaction with stakeholders and concerned departments.

- c) To create a socially congenial atmosphere for academic interaction and for the growth of healthy interpersonal relationships among the students coming from various social backgrounds.
- d) To make efforts to sensitize the academic community regarding the problems associated with social exclusion as well as aspirations of the marginalized communities.
- e) To help individuals or a group of students belonging to the disadvantaged section of society to contain the problems related to discrimination.
- f) To look into the grievances of the weaker sections of the society and suggest amicable solution to their problems in consultation with the concerned department.
- g) To disseminate relevant information to the concerned department related to schemes and programmes for the welfare of the socially weaker section as well as notifications/memoranda, office orders of the Government, or other related agencies/organizations issued from time to time.
- h) To prepare barrier-free formalities/procedures for admission/registration of students belonging to the disadvantaged groups of society.
- i) To establish coordination with the Government and other agencies/organizations to mobilize academic and financial resources to provide assistance to students of the disadvantaged groups.
- j) To organize periodic meetings to monitor the progress of different schemes.
- k) To adopt measures to ensure due share of utilization by SC/ST and other disadvantaged sections in admissions, recruitments (teaching and non-teaching posts) and to improve their performances.
- l) To sensitize the institute about the problems of SC/ST and other disadvantaged groups.

1.3. Responsibilities

The EOC has the mandate to review the implementation of various schemes and programmes for the welfare of the disadvantaged and marginalized groups of the society and other related activities undertaken by the institute as well as implementation of reservation policy in admission and recruitment for SC, ST, PWD, OBC (non-creamy layer), EWS, and others, if any. The Cell governed by a committee will meet at least once in six months and action taken on decisions will be reviewed in the subsequent meetings. All minutes of such meeting will be sent to the Director's Office for information.

The EOC of the Institute will

- a) oversee/monitor various welfare schemes/ programmes sponsored by the MoE, AICTE/UGC or other apex governing agency/organization as well as those devised by the Institute for the disadvantaged groups for their effective implementation.

- b) be responsible for the effective functioning of SC/ST Cell and other such Cells/Centres dealing with the problems of various socially disadvantaged groups.
- c) convene the meetings of in-charge of other Committees/Programmes dealing with social issues such as gender sensitization, sexual harassment, etc. to review their activities.
- d) The coordinators of the aforementioned cells/centres/committees will be closely associated with the EOC.

1.4. Scope

The Equal Opportunity Policy is applicable for the entire student community, the existing and prospective employees, service providers and partners, of the Institute.

2. Legal Provisions for Equal Opportunity

This Policy is not legally mandated and, therefore, is not judicially enforceable. The EOC is expected to attend to various provisions of the overarching Constitution of India, and other relevant Acts and legislations passed by the Government of India from time to time for the benefits of citizens, in general, and disadvantaged groups in society, in particular. This Policy is without prejudice to any anti-discrimination provisions of applicable law including, but not restricted to, the provisions of:

- a) The Constitution of India (Article 14-17, and other relevant sections);
- b) The Protection of Civil Rights Act, 1955;
- c) The Scheduled Castes and Scheduled Tribes (Prevention of Atrocities) Act, 1989;
- d) The Protection of Human Rights Act, 1993;
- e) the Sexual Harassment of Women at the Workplace (Prevention, Prohibition and Redressal) Act, 2013; and
- f) The Rights of Persons with Disabilities Act, 2016.

3. Operating Procedure

The Institute will not condone any adverse discrimination against any person on its premises, whether that person is enrolled in its academic programmes or in its employment or otherwise.

3.1 Redressal of Grievances

Legal provisions merely do not provide the atmosphere to enjoy equal opportunity. In order to ensure equal opportunity to all within the fold of the institute, the EOC has laid down the following procedure for the redressal of grievances.

- a) Any person who believes himself or herself to have been subjected to adverse discrimination on the basis of the discrimination characteristics mentioned in sec. 1.1 above is encouraged to bring the matter to the attention of the EOC at the earliest.
- b) No person will be punished, retaliated against, or limited in employment or other opportunity for exercising anything set out in this policy, or for filing a complaint,

furnishing information for, or participating in an investigation, or any other activity related to the administration of this policy.

- c) The aggrieved person may send a complaint to the Chairman, EOC either through e-mail at eoc@iiml.ac.in or directly submit hand-written complaint to the Chairman, EOC.
- d) If the complaint is found *prima facie* genuine and valid, the EOC will accept the complaint. Further, the complaint will be presented in the EOC meeting within 30 days of the receipt of the same.
- e) The Chairman EOC will constitute a sub-committee consisting of at least three members on case-to-case basis for hearing, if required. The Chairman, EOC will be a member of the Hearing Committee. Accordingly, the aggrieved person will be invited for a hearing.
- f) The aggrieved may appear in person before the Hearing Committee at the stipulated place and time. He/she may be asked to present evidences, if any, to support the complaint. The Committee may also summon other relevant persons, if any, including students and officials who are associated with the complaint for hearing.
- g) The Hearing Committee, after giving reasonable opportunities of being heard to all the parties, will conclude the proceedings and present its findings before the EOC within 30 days.
- h) The EOC, on the conclusion of proceedings, will submit its recommendations to the Director of the Institute, with reasons therein, as may be deemed fit to redress the grievances and provide such relief as may be appropriate to the aggrieved person.
- i) The Director, as the appellate authority, will issue the order, the copy of which will be provided to the aggrieved person as well as to the EOC. The EOC will, in turn, place it for general information in a suitable manner.
- j) The EOC may recommend to the Director appropriate action against the complainant, in cases where a complaint is found to be false or frivolous.

3.2 Communication of the Policy

In order to promote awareness of the public regarding equal opportunities policy which is being promoted and practiced by the Institute, the following measures will be initiated.

- a) The webpage of the Institute carries prominently the information regarding its commitment to ensuring equal opportunity.
- b) The Institute uses the media such as annual reports, prospectus, brochure, fliers and other promotional publications for disseminating relevant information in respect of the EOC and its objectives.
- c) The EOC prepares an attractive poster for display in all important events that are being organized by the Institute.

- d) The Institute incorporates a tag line “an Equal Opportunity Institution” for promoting its brand among the public.

3.3 Gathering Data/information and its Confidentiality

The EOC needs to gather relevant data and information from the Institute in the process of conducting inquiries. The Chairman of the Cell may officially contact the departments/sections which are in possession of the case-specific data/information. It will be the obligation of head of the specific departments/sections to share the required data/information. The EOC will ensure the data so collected are used only for the purpose for which they are collected, and will ensure the confidentiality, if any, of such shared information. The Chairman of EOC will be the guardian of all the files and records maintained by the office of EOC for conducting its activities.
