

# NISH

## NATIONAL INSTITUTE OF SPEECH & HEARING

(An autonomous organisation under the Social Justice Department, Government of Kerala)

Accredited as Excellent Institution by RCI | ISO 9001:2015 Certified | Accredited by NAAC with A Grade

### **GRIEVANCE REDRESSAL MECHANISM AT NISH**

<http://www.nish.ac.in/iqac/grievanceredressal8>

The institution has effective redressal mechanisms and has constituted the following statutory cells/committees as mandated by UGC, Kerala Health University and Kerala University:

- i) The Committee Against Sexual Harassment at NISH (CASH-NISH): Internal complaints committee
- ii) Anti-ragging committee
- iii) Student's grievance redressal committee
- iv) Equal Opportunity cell to address issues pertaining to students' problems
- v) Dalit Redressal Committee

Every academic year, an Induction programme for first year students is organized at NISH to familiarize them with the college environment and apprise them of all the facilities available. During this programme, freshers are oriented about each of these committees by the convenor/member of each committee and are informed on how to raise a grievance or complaint, if need arises. The information is also made available in the Students' Handbook and on the NISH Website.

Programmes and talks to create awareness are conducted during the monthly assembly. Meetings are arranged on all special occasions like Human Rights Day, Women's Day, World disability day, Deaf Day where experts from outside come and spread awareness to the students about their rights, issues, etc. The students get a chance to openly interact with the speakers and clear their doubts and grievances.

- Talk on "Comprehensive Sexuality Education for Gender Equality" was conducted online on 23 Oct 2021
- Female staff and students participated in First Wild Regional Women Leadership in-country Training Program - India at Kanthari International Institute for Social Change

# NISH

## NATIONAL INSTITUTE OF SPEECH & HEARING

(An autonomous organisation under the Social Justice Department, Government of Kerala)

---

Accredited as Excellent Institution by RCI    ISO 9001:2015 Certified    Accredited by NAAC with A Grade

- Sensitisation video titled 'I am That I am', a disability awareness short film produced by NISH in association with LV Prasad Film Institute was released in 2018 and has been translated to 11 regional languages.
- Poster exhibition was organized by the student's council of NISH during the Women's Day celebration to spread awareness on Women's rights in 2018.
- A panel discussion on "Questionable scenario of womanhood in the society" was hosted as part of International Women's Day on March 8 2017.
- Do the women at NISH have a #Me-Too experience? CASH-NISH took up an activity as part of the #Me Too movement which was kicked off around the world. A Google form was circulated at NISH to boldly put out responses. It was followed by an open platform to discuss the changes that need to be made and about stopping such acts against women.
- The students and staff of NISH celebrated International Disability Week with pride and enthusiasm through an extensive 3-day exhibition titled Swastik: From Limitations to Myriad Possibilities to support, spread awareness and inculcate inclusion in society.

# NISH

## NATIONAL INSTITUTE OF SPEECH & HEARING

(An autonomous organisation under the Social Justice Department, Government of Kerala)

Accredited as Excellent Institution by RCI | ISO 9001:2015 Certified | Accredited by NAAC with A Grade

### Induction Programme for Freshers – Schedule Sample

12.00 am	Passed out students	Marigold	BSc - Balu, Nikku BCom - ? BFA - Binesh Chandran	All students		Mr. Sandeep, Ms. Tinku Anna Thomas	
1.00 pm	Lunch Break						
1.45 pm	Anti-ragging-Presentation		Ms Arya S S	All students	Dabashni/ Vandana		Ms. Roshni V N & Ms. Aarathy R
2.45 pm	Anti-ragging - Affidavit	Marigold	Mr Rejish/ Ms. Muth	All students	All DISLI Students	All DISLI Students	
	National Anthem		Mr. Rejish				
<b>DAY 4 (26/07/2018 - Thursday)</b>							
TIME	PROGRAMME	VENUE	PRESENTER	AUDIENCE	INTERPRETER	SUPPORTING STAFF	
8.45 am	Interaction with Prep. Head	Marigold	Ms. Chithra Prasad	Prep. Year	Vaishnavil/ Amith	Mr. Prasanth	Ms. Nisha M V & Ms. Simna K P
9.45 am	Sign Language Activity		Mr Sarun Simon	Prep. Year	Dabashni/ Vandana	Mr. Shiju	
10.45 am	Tea Break						

11.00 am	Class room Etiquette		Mr. Prasanth R L , Ms. Sherin Rehman	Prep. Year	Priya /Litti	Ms. Silvi Maxi Mena	
11.45 am	CASH NISH & Grievance cell	Marigold	Ms. Raji Gopal	All students	Stefi	Mr. Sukesh	
12.15 pm	Team Work		Ms. Silvy Maxi Mena	All students	Vandana/ Vaishnavi	Ms. Aarathy R	
1.00 pm	Lunch Break						
1.45 pm	Nish Visit & Outdoor Activities & Groupies	Marigold	Ms. Tinku, Mr. Shiju	Prep. Year	Amith/Nithin	Mr. Sukesh, Mr. Rejish	
	Feedback						

# NISH

## NATIONAL INSTITUTE OF SPEECH & HEARING

(An autonomous organisation under the Social Justice Department, Government of Kerala)

Accredited as Excellent Institution by RCI | ISO 9001:2015 Certified | Accredited by NAAC with A Grade

### 1. **CASH-NISH** - Committee to Address Sexual Harassment at NISH

It has been directed by the University of Kerala to display boards specifying what sexual harassment implies and what the duties of the committee to address sexual harassment, are. If any of the students or staff face any problem of sexual harassment as defined below, they are requested to contact the committee at once.

Sexual harassment is defined as any unwelcome physical contacts of sexual nature, requests for sexual favors, verbal or visual sexual suggestions, and other sexually oriented conduct which is offensive to the recipient.

#### OBJECTIVES of CASH-NISH

- To provide an environment free from all forms of behavior and conduct which can be considered intimidating, harassing, luring, bullying, or disturbing that can be termed as sexual harassment.
- Anyone engaging in sexual harassing conduct will be subject to punishment, ranging from a warning to termination of employment.
- Within 15 days after a written complaint is made, the sub-committee will investigate the complaint.
- Depending on the complexity of the investigation, you should be contacted within 15 days about the status of your complaint.
- Appropriate punitive measures will be taken against the accused if the charge is proven.

CASH-NISH was constituted by the Executive Director in 19/3/2001 and has staff representatives and a representative of an NGO. This committee has no student representatives.

The members of CASH-NISH are

- Ms. Daisy Sebastian, Coordinator - Academic and Intervention Programs (Chairperson)
- Ms. Raji Gopal, Coordinator - DHI, (Convenor)

# NISH

## NATIONAL INSTITUTE OF SPEECH & HEARING

(An autonomous organisation under the Social Justice Department, Government of Kerala)

Accredited as Excellent Institution by RCI | ISO 9001:2015 Certified | Accredited by NAAC with A Grade

- Dr. Anne Varghese, Head - Allied Services
- Ms. Anu Rajan, Faculty - Degree (HI)
- Mr. Gopakumar G, Finance Officer
- Adv. Elsamma Prayikalam, Representative of NGO- SAKHI
- Dr. Vinitha George, Head- ASLP
- Ms. Raji N.R., Incharge- BSc CS
- Ms. Soja Oliver - Administrative Officer

This committee will oversee all complaints from employees, students or visitors regarding sexual harassment. A sub-committee will perform the investigation and report to the full body CASH-NISH so as to review and take appropriate action.

The ICC shall comply with the procedure prescribed in the aforementioned UGC Regulations 2015 and the Sexual Harassment Act for inquiring into the complaint in a time-bound manner. If the ICC concludes that the allegations made were false or malicious, or the complaint was made knowing it to be untrue or forged, or misleading information has been provided during the inquiry, the complainant shall be liable to be punished as per the relevant provision of the aforementioned UGC Regulations 2015.

The Convenor, CASH-NISH shall receive the written/signed/verbal/typed complaints of sexual harassment, if any, on behalf of ICC and shall coordinate the deliberations of the ICC on the complaints received.

### **Who can approach CASH-NISH for help?**

Any student, faculty, staff or client of the National Institute of Speech & Hearing.

### **Definition of Sexual Harassment**

"Sexual harassment" includes any unwelcome sexually inclined behaviour, whether directly or indirectly, such as:

- Physical contact and advances
- Demand or request for sexual favours
- Sexually coloured remarks
- Showing any pornography, or
- Any other unwelcome physical, verbal or non-verbal conduct of sexual nature

# NISH

## NATIONAL INSTITUTE OF SPEECH & HEARING

(An autonomous organisation under the Social Justice Department, Government of Kerala)

Accredited as Excellent Institution by RCI | ISO 9001:2015 Certified | Accredited by NAAC with A Grade

### What are the possible actions that can be taken against the accused if found guilty?

- Warning
- Written apology
- Bond of good behaviour
- Adverse remark in the confidential report
- Stopping of increments/promotion
- Suspension
- Dismissal
- Any other relevant actions

### What should a complainant do?

- Send an email to [cashnish@nish.ac.in](mailto:cashnish@nish.ac.in) or submit grievances at <https://docs.google.com/forms/d/e/1FAIpQLSfaBBfdcPD2EVosVTL-URkZU5C5pMfOno8GxuvHR8Qimyj5sw/viewform>
- To know more about ICC procedures, click [\(English\)](#) here.
- Also refer to [www.shebox.nic.in](http://www.shebox.nic.in)

### All complaints will be kept CONFIDENTIAL

### Inquiry process

- The inquiry shall be completed within a period of ninety days from the date of complaint.
- On completion of the inquiry, the ICC shall provide a report of its findings to the Executive Director within a period of fifteen days from the date of completion of the inquiry and such report be made available to the concerned parties.
- If the allegations against the respondent has been proved, it shall recommend punitive actions to be taken against the respondent to the Executive Director.
- The Executive Director shall act upon the recommendation within sixty days of receiving it.

### Useful documents and notices

- [UGC / MHRD Notifications](#)
- [Sexual Harassment Electronic Box](#)
- [Sexual Harassment Handbook](#)

# NISH

## NATIONAL INSTITUTE OF SPEECH & HEARING

(An autonomous organisation under the Social Justice Department, Government of Kerala)

Accredited as Excellent Institution by RCI | ISO 9001:2015 Certified | Accredited by NAAC with A Grade

### 2. ANTI-RAGGING CELL

- Ragging is a cognizable offense and NISH will not hesitate to take stern action against offenders.
- NISH has an Anti-Ragging policy and procedure to curb the menace of ragging.
- Any form of ragging, if reported, is liable for punishment under penal law.

#### OBJECTIVES of ANTI-RAGGING CELL

- To define the procedures for curbing the menace of ragging in campus.
- To create awareness among the students.
- To ensure the safety and rights of freshers in the campus.

It is mandatory as per the Hon. Supreme Court & UGC/AICTE Regulations that all students fill in an Anti-Ragging Affidavit, each year. To make the process easy MHRD has developed an ONLINE facility.

As per the directions of the Supreme Court of India, UGC and the University of Kerala regulations require the formation of an anti-ragging committee and an anti-ragging squad. This was constituted in 2010 at NISH.

Directions regarding members of committee, members of squad and steps to be taken to curb ragging at NISH are followed as per directions from time to time. A copy of the UGC Regulations on curbing the menace of ragging in higher educational institutions is given to each student admitted to the first year degree program. Affidavits by the new students, senior students and parent/guardian are collected every year from all students.

The goal at NISH is to completely eliminate this bad behavior through counseling, creating awareness and encouraging students to think differently.

The ARC meets at least twice in a year and reviews the situation.

# NISH

## NATIONAL INSTITUTE OF SPEECH & HEARING

(An autonomous organisation under the Social Justice Department, Government of Kerala)

Accredited as Excellent Institution by RCI | ISO 9001:2015 Certified | Accredited by NAAC with A Grade

Affidavits can be filed ONLINE at:

1. [www.amanmovement.org](http://www.amanmovement.org) (OR)
2. [www.antiragging.in](http://www.antiragging.in)

The institution has an anti-ragging committee, with the following as members:

- Executive Director (Head, Anti-Ragging Committee)
- Representative of police administration
- Representative of local media
- Representative of NGO
- Representative of non-teaching staff
- Representative of Administration
- Representative of Faculty Members - 2
- Member Secretary
- Parent of a Senior student
- Representative of Senior students - Female
- Representative of Senior students - Male
- Parent of a Fresher
- Representative of Fresher - Female
- Representative of Fresher - Male

The duties of the following persons are presented in the procedure followed by NISH to curb the menace of ragging.

- a. Head, Anti-ragging committee
- b. Member Secretary, Anti-ragging committee
- c. Members, Anti-ragging committee
- d. Anti-ragging Squad
- e. Mentors

There have not been any instances of ragging reported so far, hence no action had to be taken.



# NISH

## NATIONAL INSTITUTE OF SPEECH & HEARING

(An autonomous organisation under the Social Justice Department, Government of Kerala)

Accredited as Excellent Institution by RCI | ISO 9001:2015 Certified | Accredited by NAAC with A Grade

### 3. NISH Students' Grievances Redressal Cell (NISH-SGRC)

<http://nish.ac.in/others/sgrc>

NISH is committed to provide best services and opportunities for development to all its stakeholders especially its students. To ensure a conducive learning environment free from any infringement on the rights of its students and to facilitate prompt resolution of grievances of students with sensitivity, NISH has constituted NISH Students' Grievances Redressal Cell (NISH-SGRC) on 13th Nov. 2016

#### OBJECTIVES

1. To address the grievances related to the College, Class and Campus,
2. To address all the grievances and provide solutions / remedies for the same

There are 2 cells at present:

1. Under Kerala University
2. Under KUHS

The KUHS committee has the following as members:

College Vice Principal	- Ms . Manju S., Chairperson
College Union Chairman	- Ms. Reshma K S
College Union General Secretary	- Ms. Shibila Sherin AP
University Union Councilor	- Ms. Anssy Lal Mathew
2 Staff Representative	- Dr.Lakshmi S. Mohan(ASLP), Ms. Lynda Mary George (OT), Secretary
SSGP nodal Officer	- Ms. Jeena Mary Joy
PTA Representative	- Mr. Abhishek's mother Mr. Vinod Kumar

The KU Committee includes:

# NISH

## NATIONAL INSTITUTE OF SPEECH & HEARING

(An autonomous organisation under the Social Justice Department, Government of Kerala)

Accredited as Excellent Institution by RCI | ISO 9001:2015 Certified | Accredited by NAAC with A Grade

Members of NISH - SGRC			
Sl. No	Name	Phone	Email
1.	Ms. Daisy Sebastian (Chairperson) Coordinator, Academic & Intervention Programs	944-679-5454	<a href="mailto:daisy@nish.ac.in">daisy@nish.ac.in</a>
2.	Ms. Silvy Maxi Mena (Secretary) Faculty, Dept. of HEFP	984-718-5925	<a href="mailto:silvy@nish.ac.in">silvy@nish.ac.in</a>
3.	Mr. Rakesh P.S. (Member) Faculty, Dept. of Fine Arts	940-039-2693	<a href="mailto:rakesh@nish.ac.in">rakesh@nish.ac.in</a>
4.	Ms. Sreebha Sreedhar (Member) Faculty, Dept. of ASLP	812-907-1648	<a href="mailto:sreebhasreedhar@nish.ac.in">sreebhasreedhar@nish.ac.in</a>
5.	Ms. Anu Prasad (Member) Student, II BASLP	858-905-4635	<a href="mailto:anupra.bs18@nish.ac.in">anupra.bs18@nish.ac.in</a>
6.	Ms. Najna Thaha (Member) Student, III B.Com	759-391-5585	<a href="mailto:najnat.bm17@nish.ac.in">najnat.bm17@nish.ac.in</a>

There is a facility for students to submit grievances online.

**Online NISH - Students' Grievances Registry:**

[https://docs.google.com/a/nish.ac.in/forms/d/e/1FAIpQLSf8PF1hCVznRHr7pGILCQCB\\_ndCdkocuiPfrSliOsH7GMgJpw/viewform](https://docs.google.com/a/nish.ac.in/forms/d/e/1FAIpQLSf8PF1hCVznRHr7pGILCQCB_ndCdkocuiPfrSliOsH7GMgJpw/viewform)

# NISH

## NATIONAL INSTITUTE OF SPEECH & HEARING

(An autonomous organisation under the Social Justice Department, Government of Kerala)

Accredited as Excellent Institution by RCI | ISO 9001:2015 Certified | Accredited by NAAC with A Grade

### 4. Online DALIT REDRESSAL

Link is provided on the home page of website to allow students to register complaints of caste discrimination against them. It is directly received by the Executive Director/ Principal. A register is kept on the table of management representative for ISO certification to register complaint of caste discrimination against Dalit students. Grievances will be redressed as per the UGC's Guidelines for Students' Entitlement. So far, no cases of redressal have been registered.

<http://nish.ac.in/index.php/redressal>

The screenshot shows a web browser window with the URL [nish.ac.in/others/news](http://nish.ac.in/others/news). The browser's address bar shows "Not secure". The website's navigation menu includes: Hearing Sciences, Speech Sciences, Early Intervention, Neuro Sciences, Academics, Allied Services, New Initiatives, and CATI. Below the navigation menu, there are pagination controls: Start, Prev, 1 2 3 4 5, Next, End. The main content area is divided into three columns:

- Redressal**: A section with a video player titled "Redressal" and a text box that says "Click above to raise complaints of caste discrimination against Dalit students." Below this is a yellow box with a speech bubble icon and the text "Ewd Complaints".
- Connect With Us**: A section with contact information:
  - Address: NISH, NISH Road, Sreekariyam P. O., Thiruvananthapuram 695 017
  - Site: [www.nish.ac.in](http://www.nish.ac.in)
  - Email: [nishinfo@nish.ac.in](mailto:nishinfo@nish.ac.in)
  - Phone: ++91-471- 2944666, 2596919, 2596920
  - Toll Free: 18004253323
  - Fax: ++91-471- 2944699There is also a "Contact Us" link and a logo for ISO 9001:2015 certification.
- Popular Art**: A section with a list of programs:
  - BSc (Computer
  - Audiology and t
  - Diploma in Earl
  - Impairment)
  - Bachelor of Fin
  - Projects 2012

At the bottom of the page, there is a copyright notice: "Copyright©2014 All rights reserved. NISH, Trivandrum, India".