



WMO ARTS & SCIENCE COLLEGE

"education and some more"

Affiliated to University of Calicut

(Aided by Govt. of Kerala)

P.O. MUTTIL, WAYANAD, KERALA - 673122

Phone : 04936-203382 (Office)

04936-207532 (Principal)

e-mail : wmocollege@gmail.com

website: WWW.wmocollege.ac.in

POLICY DOCUMENT ON GRIEVENCE REDRESSSEL SYSTEM

The college has various statutory bodies and mechanism to address complaints and grievances of students. 1) The Anti-Ragging/Discipline Committee, 2) Grievance Redressal Cell, 3) SC & ST Cell, 4) Minority Cell/OBC Cell, 5) Women Cell, 6) Internal Complaint Committee are among the main committees of them.

1. Definitions:

- a) Grievance - It refers to complaints, concerns, or any dissatisfaction/disagreement that individuals or groups may have about a particular situation, decision, or treatment they have experienced.
- b) Staff - It means a teaching and non-teaching staff of the college who are on the current rolls of the college.
- c) Students/Parents/Guardians- it means a student on the current rolls of the college or their parents/guardians.

OBJECTIVES

1) ANTI-RAGGING/DISCIPLINE COMMITTEE

- To root out ragging in all its forms in the college.
- To create awareness among students against the inhuman practice of ragging and to foster in them a sense of sisterhood.
- To punish those who indulge in ragging as per the rules and regulations provided by the UGC.





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2) GRIEVANCE REDRESSAL CELL

- To provide a fair and transparent platform for students to voice their grievances without fear of reprisal or discrimination.
- To address and resolve grievances related to academic matters, examinations, infrastructure, facilities, discrimination, harassment, or any other issues faced by students during their time at the college.
- To help in improving the overall institutional environment and ensures that the college operates smoothly and in compliance with established policies and regulations.
- To focus on promoting the welfare of students, ensuring their well-being, and providing them with a conducive learning and living environment.
- To create awareness among students about the grievance redressal mechanism and the procedures for lodging complaints.

3)-SC/ST CELL

- To ensure the effective implementation of the reservation policy in admission
- To promote special interest of the students in the reserved category
- To provide special inputs in areas where the students experience difficulties
- To monitor any caste based discrimination in the campus
- To make the SC/ST students aware of the various scholarship programs of State and Central Governments
- To implement special training for SC/ST students for placement and higher studies
- To follow up measures for achieving the objectives and targets laid down for the purpose by the Government of India and UGC.

4)-MINORITY CELL/OBC CELL

- To provide equal opportunity for the education of minorities.
- To ensure protection and reservation as provided in the Constitution of India.
- To create awareness among minority students regarding various scholarship programmes of the State Government and Central Government.
- To facilitate financial support to students from minority communities from governmental agencies and other sources.





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- To take follow up measures for achieving the objectives and targets laid down for the purpose by the Government of India and UGC
- To ensure provisions for an environment where all such students feel safe and secure.
- To encourage participation for career orientation programmes which would empower and equip them with the necessary skills to choose career options.
- To provide prompt counseling for any emotional emergencies arising on account of any event on the campus

5) WOMEN CELL

- To promote and uphold gender equity on campus, advocating for equal opportunities and treatment for women in all aspects of college life.
- To serve as a support system for students and offering guidance and assistance in addressing their concerns and issues.
- To raise awareness about women's rights, gender-related issues, and various forms of discrimination or harassment that women may face.
- To address and resolve complaints related to gender-based discrimination, if any, that occur within the college premises.
- To prevent sexual harassment on campus and educate the students community about the prevention and redressal of such incidents.

6) THE INTERNAL COMPLAINTS COMMITTEE (ICC)

- To prevent any act of physical, verbal or nonverbal sexual nature.
- To create awareness regarding the legal and ethical questions around sexual harassment.
- To ensure knowledge and awareness of the gender rights, entitlements and responsibilities as citizens.
- To act against all gender based violence perpetrated against employees and students of all genders.





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MECHANISM

The above mentioned bodies are providing a safe and inclusive learning environment for all its students and stakeholders. Each of these bodies plays a vital role in fostering a conducive atmosphere for learning and personal growth within the institution.

- The committees conduct regular awareness sessions for both new and existing students.
- The college ensures that anti-ragging posters issued by UGC and the Government are displayed prominently across the campus to discourage any form of ragging.
- During the admission process, incoming students and their parents are required to sign affidavits affirming their awareness of anti-ragging policies and their commitment to comply with them.
- The college takes proactive measures to facilitate easy access for students to reach the concerned cells with their concerns by providing links on the college website (<https://wmocollege.ac.in/statutory-bodies>)
- Students or staffs who have any complaints or grievances can submit them in writing or through an online portal provided by the college. (<https://docs.google.com/forms/d/e/1FAIpQLSezZUCxXVQNCpSb-uanV4s8yGVDJSNBYhG8XqjXdi4KxnMMA/viewform>)
- The grievance cells also have designated drop-boxes or email addresses for submitting grievances (wmocollege@gmail.com, principal@wmocollege.ac.in)
- The college provides a timely response to the complainants, ensuring that the grievances are addressed promptly.
- The college initiates an investigation to verify the authenticity and seriousness of the grievance. This may involve gathering evidence, speaking to witnesses, and reviewing relevant documents.



Principal

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W.M.O. Arts & Science College
Muttill P.O., Wayanad-673122

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