

Blue Bells Model United Nations 2021

Policy against Sexual Harassment

**Blue Bells Model United Nations Conference 2021
Organized by Blue Bells Model School,
Gurugram**



**Policy Against
SEXUAL HARASSMENT**

OBJECTIVE:

The **Secretariat** of **Blue Bells MUN 2021** is committed to creating and maintaining a secure conference environment where it's Participants, Guests, Volunteers and others can participate and compete together in an atmosphere free of harassment, exploitation and intimidation caused by acts of Sexual Harassment within but not limited to the conference premises and other locations directly related to the Organizers Conference.

The objective of this policy is to provide protection against sexual harassment at the place of the conference and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith

At **Blue Bells MUN 2021**, we would be having zero-tolerance for sexual harassment. We value each and every Delegate, Executive Board Member and Volunteer working with us and wish to protect their dignity and self-respect. In doing so, we are determined to promote a conference environment in which persons of both genders complement each other as equals in an environment that encourages maximum productivity and to keep the personal dignity.

We at **Blue Bells MUN 2021** are committed towards giving every participant a just and fair hearing on issues encountered by them at the conference with special attention to sexual harassment. **The Secretariat** will take very serious disciplinary action against any victimization of the participant, Executive Board Member or Organizing Committee member, who is complaining or the alleged harasser that may result from a complaint.

SCOPE

The Secretariat's Policy with regard to **Prevention, Prohibition and Redressal of Sexual Harassment** covers every individual attending the Conference, in whatever capacity. **The Secretariat** encourages every individual at the conference who believes they are sexually harassed to use the redressal mechanism as provided in this policy.

Sexual harassment is judged by the impact on the complainant and not the intent of the Respondent.

Sexual harassment as addressed in this Policy need not necessarily be from a male to female participants; it can be vice versa as well as between individuals of same gender, or non-binary gender.

This Policy comes into force with effect from Day 1 of the Conference, i.e. 20th of August 2021 and be effectuated until 21st of August, 2021.

DEFINITION:

- a) "Aggrieved Person" means a person who alleges to have been subject to any act of sexual harassment by the Respondent.
- b) "Organizer" means **The Secretariat (Inclusive of and equivalent to the Organizing Committee)**
- c) "Participants" means a person attending the conference as an Delegate, Executive Board Member, International Press Member or in similar capacity called by any other such name;
- d) "Internal Complaints Committee" for the Conference means a committee constituted by **Blue Bells Model School, Gurugram** as per this Policy.
- e) "Respondent" means a person against whom the aggrieved person has made a complaint.
- f) "Sexual Harassment" includes any one or more of the following unwelcome acts or behavior (whether directly or by implication) such as:
 - i. Physical contact and advances; or

- ii. A demand or request for sexual favors; or
 - iii. Making Sexually colored remarks; or
 - iv. Showing pornography or other offensive or derogatory pictures, cartoons, representations, graphics, pamphlets or sayings;
 - v. Any other unwelcome physical, verbal or non-verbal conduct of sexual nature; or
- g) Following circumstances amongst other circumstances mentioned above may constitute sexual harassment if it occurs or is present in relation or connected with any act or behavior of sexual harassment:
- i. Implied or explicit promise of preferential treatment;
 - ii. Implied or explicit threat of detrimental treatment;
 - iii. Implied or explicit threat about their present or future;
 - iv. Interfering with their work or creating an intimidating or offensive or hostile work environment; humiliation treatment likely to affect their health or safety.
 - v. Humiliating treatment likely to affect the health and safety of the aggrieved person.
- h) In addition to the instances mentioned hereinabove, any other acts or behavior, which outrages the modesty of female participants, will be considered as sexual harassment.
- i) “Venue/Workplace” includes any the Conference venue and the conference accommodation including transportation provided by the Organizers for undertaking such journey.

INTERNAL COMPLAINTS COMMITTEE:

Every complaint received shall be forwarded to Internal Complaint Committee formed under the policy for redressal. The investigation shall be carried out by Internal Complaints Committee constituted for this purpose.

- Be Honest, Be Brave
BRM IN '21
- a) For the purpose of this Conference the Internal Complaints Committee has to be constituted of the following members, as nominated by the Organizers:
 - i. Two senior Secretariat Members; One of who is hereby designated as the Presiding Officer of the Committee (Teacher-in charge)
 - ii. Two members with experience in social work or having legal knowledge.
 - iii. One senior member from the Members of the Executive Board of the Conference.
 - b) At least half the total members of the Committee have to be women.
 - c) The Organizers would keep a list of alternate Secretariat member to serve on the ICC in case any of the primary Members are made Respondents. Under no circumstances shall a Respondent be a member of the ICC.
 - d) The Details of the ICC Members, as provided in Appendix A shall be made public and prominently displayed during the Conference.

COMPLAINT REDRESSAL MECHANISM

Any aggrieved person may make, in writing (or in exceptional cases, verbally), a complaint of sexual harassment at conference to the committee giving details of the sexual harassment meted out to her/him on the date of incident and in case of a series of incidents, as soon as possible, which may be extended for a further period till the end of the conference or even indefinitely, if circumstances warrant such extension in the opinion of the Internal Complaints Committee.

- a) The Presiding Officer or any Member of the Internal Complaints Committee can render reasonable assistance to the person for making complaint in writing, in case they are unable to do so.
- b) On receipt of complaint, the Internal Complaint Committee shall decide the place and time

for hearing the complaint and shall intimate the date, time and place of hearing to the Complainant and Respondent. The Internal Complaints Committee shall follow principle of Natural Justice while handling such complaints.

- c) Where the aggrieved person is unable to make a complaint on account of their physical incapacity, a complaint may be filed by-
 - i. A friend; or
 - ii. A colleague; or
 - iii. Any person who has knowledge of the incident, with the written consent of the aggrieved person.
 2. Where the aggrieved person is unable to make a complaint on account of their mental trauma, a complaint may be filed by-
 - i. a friend; or
 - ii. any person who has knowledge of the incident with any of the above
 3. Where the aggrieved person for any other reason is unable to make a complaint, a complaint may be filed by any person who has knowledge of the incident, with their written consent.
- d) Internal Complaints Committee on receipt of such written complaint, may, if require ask the aggrieved person to furnish additional information about the alleged harassment.
 - e) It is not required that the Internal Complaints Committee waits till a formal written complaint, and can proceed to start an inquiry on an oral complaint or knowledge, as long as the aggrieved individual issues a written statement at a later stage.
 - f) The Complainant or person authorized on their behalf as per above provision, shall make a complaint to the Internal Complaints Committee through following mode:
 - i. Copy of complaint along with supporting documents and names and address of witness shall be sent to Internal Complaints Committee at bluebellsmun@gmail.com OR details of the incident with whatever available proof as may be possible WhatsApp to +91 99992 43438 OR via telephone call to 0124-4698888 OR via personal intimation to any one of the members of the ICC, whose details would be made publicly available. In case complaints are made via text messages, calls, or personal intimations, supporting documents and formal written complaint can be submitted at a later stage once the ICC starts its preliminary inquiry. Nothing herein shall prohibit the Aggrieved Party from which ever ICC Member may be around/closest/available immediately and ask them to guide in helping initiate the process.
 - ii. Internal Complaint Committee shall investigate in detail into the matter of the complaint. The Internal Complaint committee shall have the right to call the person against whom the complaint is made or any other witnesses as when necessary.
 - iii. Internal Complaint Committee shall have the right to terminate the enquiry or give ex-parte decision on the complaint, if the Respondent refuses to appear before the committee.
 - iv. The Internal Committee must complete its investigation on the day of the complaint itself or if that is not possible without 24 hours from the time the complaint had been made.
 - v. The parties shall not be required neither be allowed to bring any legal practitioner to represent them in their case at any stage of the proceedings before the Internal Complaints Committee.

- vi. For conducting the enquiry the quorum of the Internal Complaints Committee shall be of 3 members including the presiding officer.
- g) The Internal Committee may before initiating an inquiry, and ONLY at the aggrieved person's request, attempt to settle the matter through conciliation. However, Internal Complaints Committee shall ensure that:
 - a) Where a settlement has been arrived, the settlement terms shall be signed by both the parties and shall be provided with a copy of it.
 - b) Where, a settlement is arrived as mentioned hereinabove, no further enquiry shall be conducted by the Internal Complaints Committee.
- h) The Internal Complaints Committee may during such investigation may, summon and enforce the attendance of any person, part of the Conference or related to the incident, and examining him/her/them under oath;
- i) During such enquiry, upon written request by the aggrieved person, the committee may at its discretion recommend:
 - i. To transfer the aggrieved person or the respondent to any other committee temporarily;

ACTION:

- a) The Committee shall on completion of the enquiry provide a report of its findings on within 24 hours of receipt of the complaint, a copy of which shall be provided to the Aggrieved party and the Respondent.
- b) If the allegation against the respondent has not been proved, the Committee may recommend that no action needs to be taken in the matter.
- c) If the Internal Complaints Committee arrives at the conclusion that the allegation against the respondent has been proved, it shall recommend to:
 - i. To tender written apology to the complainant, issue warning, withholding of remuneration/ certificate of the Respondent.
 - ii. In case of serious violations, the Committee reserves the right to expel respondents from the conference.
 - iii. Recommend that the Aggrieved take criminal action against the Respondent and help the Aggrieved with the same.

FALSE ACCUSATIONS:

- a) The complaint of sexual harassment made by any participant shall be taken up with utmost seriousness by **The Secretariat**. However, there shall be zero tolerance for any false accusation.
- b) If the Internal Complaint Committee comes to a conclusion that the allegation was made with malicious intent or the aggrieved person or any other person making the complaint on behalf of the aggrieved person produced false or forged or misleading documents to prove his/her case, the Internal Complaint Committee may recommend action to be taken against the person who has made the complaint, including removal from the conference.
- c) **In such a case, malicious intent has to be established after an inquiry, before any action is recommended. A mere inability to substantiate a complaint or provide adequate proof would not be a ground to conclude an allegation as malicious.**
- d) It is to be noted that this statement is not intended to discourage participants from coming forward with any complaints. **The Secretariat** recognizes and expects that some claims may be difficult to prove or support, or may not in fact be found to raise to the level of seriousness deemed necessary to be considered as Sexual Harassment. These types of complaints will **not** be considered to be false accusations.

MISCELLANEOUS:

The Secretariat may make any alteration or amendment or rescind any of the clauses of this Policy as and when it finds it necessary to do so as long as it complies with the statutory Law of the land.

- a) This policy shall be binding on all Participants, Organizers and Volunteers on all the days of the Conference.

The identity and address of the aggrieved person, respondent and witnesses must not be published or disclosed to the public or media.

The decision of Committee shall be final and binding on all. However, the same is without prejudice to any recourse that Committee or the individual concerned may have against the respondent and it shall not limit or restrict the rights of the Complainant and/or Committee to pursue, nor shall they be precluded from pursuing, such further and other legal actions as may be available.



ANNEXURE – A

Composition of Internal Complaints Committee

Sr. No.	Name	Designation	Contact
1.	Mrs. Alka Singh	Presiding Officer	+91 9999243438
2.	Mr. Yogesh Sharma	Member	+91 8800520221
3.	Mr. Shagun Jain	Member	+91 9911030666
4.	Ms. Mannat Arora	Member	+91 9718885628
		Alternate Member [As provided under IV 3)]	Not required to be made public
		Alternate Member [As provided under IV 3)]	Not required to be made public

