

**PSG Health Campus
Internal Complaints Committee**

Performa for Filing of Complaints of Sexual Harassment

To be submitted in a sealed envelope at **ICC Chairperson or member, PSG IMSR**

The processing of this complaint by the ICC is subject to physical validation through signature in the presence of ICC Chairperson or assignee **by the complainant(s) within 24 hours of online submission.**

I. Complainant(s):

Name	
Age	
Student ID	
Address	
College	
Phone number	
Email	

II. Person(s) against whom the complaint is being lodged:

Student/resident/academic staff/ non-teaching staff/outsider/service provider

Name		
Age		
Gender		
Address		
College		
Phone number		
Email		

III. The Complaint:

1. Is the defendant known to the complainant?	Yes/No
2. Is this the first incident of this kind? If yes, skip 3 and 4.	Yes/No
3. Were the same person(s) involved? If no, specify further.	Yes/No
4. Was the first incident reported? To whom? When? What action, if any was taken?	
5. Approximate date(s), time(s) and location(s) of incident(s), starting from the most recent.	

Additional details of the complaint may be recorded here:

Complaint filed by

Signature: Date:

Name: Place:

Internal Complaints Committee–Timeline for action

