

General Code of Conduct

Preamble

We, at CMI, hold the following principles to be the bedrock of an equal and safe workplace community:

- Equality:
Everyone on this campus has equal rights.
- Respect:
Everyone's rights, safety and choices are worthy of equal respect.
- Consent:
Consent is key to every interaction, and it is our responsibility to seek and clarify the other person's consent.
- Freedom:
Everyone has the right to freedom of expression, even to express what might be considered an extreme opinion, provided it is expressed properly.

What is Harassment?

Harassment includes improper conduct toward a particular individual(s) or groups on the basis of -

- Caste
- Academic performance
- Colour
- Regional identity
- Sexual orientation
- Gender identity
- Disability
- Social Status
- Religion

that is sufficiently severe, persistent, or pervasive that it has the purpose or effect of creating an intimidating, hostile, or offensive environment or unreasonably interfering with work, academic performance, living environment, personal security, or participation in any activity in the institute.

Examples include, but are not limited to, sufficiently severe, persistent, or pervasive:

- Physical assault
- Bullying or Ragging
- Direct or implied threats that submission to sexual advances will be a condition of employment, work status, promotion, grades, work references, or letters of recommendation

- Sexual behaviour that is unwelcome. Such behaviour may include, but is not limited to, the following:
 - Comments of a sexual nature
 - Sexually explicit statements, questions, jokes, or anecdotes
 - Unnecessary or undesirable physical contact
 - Unwanted, offensive, and/or uninvited comments about another's physical appearance
 - Display of pictures with sexual content
 - Persistent, unwanted attempts to change a professional relationship to an amorous relationship
 - Subtle propositions for sexual activity or direct propositions of a sexual nature
 - Uninvited letters, emails, telephone calls, or other correspondence referring to or depicting sexual activities
 - Any of the above carried out via the Internet or social media (cyber harassment)

Discrimination in all its forms, including harassment, sexual harassment, and sexual misconduct, destroys mutual respect and a trusting environment. It can bring substantial personal harm to individuals and violates individual rights. Such behaviours are not tolerated at CMI.

What is one expected to do?

- Respect each other's boundaries.
 - (i) Respect privacy and personal space.
 - (ii) Be aware of your own boundaries and express your discomfort as soon as they are crossed, without regard to what others might think or say.
 - (iii) Pay attention to others' cues:
 - (a) The explicit preference of a person.
 - (b) Visible discomfort like moving away, closed body language or negative facial expressions.
- Seek consent for contact we initiate.
 - (i) Accept no for an answer, in any form of communication and about any subject, professional or personal.
 - (ii) If someone expresses lack of consent clearly, any contact that continues after that is probably harassment.
 - (iii) It should be understood that people may give consent due to peer pressure or because they are sought out by a person in a position of power.
 - (iv) A person who is intoxicated, incapacitated or intimidated cannot be said to have given consent.

- In case of unacceptable behaviour, do not hesitate to approach any member of the Grievance Committee.
 - (i) State your objections clearly to the person instigating the unacceptable behaviour.
 - (ii) We urge those propositioned to make their 'NO' as clear and verbal as possible so there is no doubt. If possible, do it in front of a witness.
 - (iii) In case of repeat offences, make sure you record each instance in as much detail as possible.
 - (iv) When you witness someone else's boundaries being disregarded, communicate this, check if the person is okay and offer to help. If it is feasible, try to intervene to defuse tension and provide validation to the person being harassed.

What does the Grievance Committee do?

- Addressing complaints will follow a systematic and due process.
- Every incident will be considered independently.
- Privacy of the complainant would be strictly maintained in all cases.
- Every complaint or feedback would be taken seriously.
 - (i) This right applies as much to someone once convicted of harassment, when they complain of being harassed.
 - (ii) The harasser will be given a chance to learn. However upon further violations, they will be punished.
- The Grievance Committee will not engage in victim blaming, encourage it under any circumstances, and will work towards supporting the victim.
- Every case will be heard without bias.
- Complaints to the Grievance Committee are treated the same irrespective of the position of the victim/accused.
- In case of a conflict of interest, necessary members of the committee will recuse themselves.
- The hearing will recognise and take into account power dynamics.