



**SESHADRIPURAM EDUCATIONAL TRUST**  
**SESHADRIPURAM INSTITUTE OF COMMERCE AND MANAGEMENT**  
(Affiliated to Bengaluru City University) NAAC ACCREDITED 'B' GRADE  
ISO 9001:2015 CERTIFIED

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**EQUAL OPPORTUNITY CELL**

**Policy Document**

**Introduction**

The Equal Opportunities Cell (EOC) is established to preserve the principles of equal opportunities, inclusivity, and diversity within our organization. Individuals with disabilities and marginalized communities often face significant challenges due to disabling environments and socio-cultural and economic barriers. Discrimination based on disability, physical limitations represents a severe violation of principles of equality, human rights, and constitutional obligations.

The Equal Opportunities Cell (EOC) is dedicated to promoting affirmative action for marginalized sections of society, including individuals who are not eligible for scholarships belonging to SC, ST, OBC categories, religious and linguistic minorities, differently-abled individuals, and women.

This policy outlines the goals, functions, guidelines, and procedures for the EOC.

## **Objectives:**

**Promote Equal Opportunities:** To ensure equal access and opportunities for all individuals, regardless of their background, gender, race, religion, disability, or any other characteristic protected by law.

**Prevent Discrimination:** To prevent and address any form of discrimination, harassment, or bias within the campus.

**Inclusive Environment:** To create an inclusive environment where diversity is celebrated, and all members feel valued and respected.

**Raise Awareness:** To raise awareness about issues related to equal opportunities, diversity, and inclusivity among the campus community.

## **Responsibilities:**

### **1. Awareness and Training:**

- Organize awareness programs, workshops, and training sessions on equal opportunities, diversity, and inclusion.
- Facilitate sensitivity training for staff, faculty, and students.

### **2. Policy Development and Implementation:**

- Develop and implement policies and procedures that promote equal opportunities and prevent discrimination.
- Ensure compliance with all relevant laws and regulations.

### **3. Grievance Handling:**

- Addressing complaints related to discrimination, harassment, or bias.
- Ensure prompt and confidential resolution of grievances.

### **4. Support and Accommodation:**

- Provide support and reasonable accommodations to individuals with disabilities to ensure their full participation in academic and non-academic activities.

### **5. Reporting:**

- Preparation of reports and Minutes of the Meetings and submit regularly.

## Guidelines

1. The Equal Opportunities Cell shall consist of a coordinator and members appointed by the Principal. The cell may include representatives from various departments
2. Hold regular meetings to review activities and develop strategies for promoting equal opportunities and diversity. Meetings should be conducted at least quarterly.
3. Maintain strict confidentiality regarding all complaints, grievances, and personal information related to individuals involved in EOC matters.

## Review and Amendments

This policy shall undergo annual or as-needed review to ensure its continued relevance and effectiveness. Amendments may be proposed to align with changing circumstances, regulations, or organizational needs.

## Working Mechanism:

1. The essential information about the provisions / privileges is provided to all the students in the orientations to the First year students.
2. The Cell in charge passes the information regarding all the cell's initiatives to all the students through circulars/notice boards and announcements through Public address system.
3. The guidance is provided to the students to apply for scholarship in SSP/NSP Portals.
4. The Maker (from admin wing) of scholarships guides the students in submitting the applications with necessary documents and verification of the documents are done by Checker (admin wing).
5. To be in touch with concerned offices/ departments for communication related to e-authorisation.
6. The scholarship money is remitted directly to the recipients account through DBT.

  
**IQAC COORDINATOR**

  
**CHAIRMAN  
GOVERNING COUNCIL  
SESHADRIPURAM INSTITUTE OF  
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