



Indian Institute of Materials Management

Internal Complaint Committee

(Sexual Harassment Cases)

The Institute has constituted a committee for managing Sexual harassment complaints from IIMM ladies Staff.

Following are the committee Members

- **Presiding Officer - Ms. Sumita Chatterjee**
- **Member - Ms. Vishalakshmi Menon**
- **Member - Ms. Neeta Naidu**
- **Member - Ms. Jyoti**

The committee members will meet on the basis of “As & when Required”.

Aim: To make the committee aware of the Sexual harassment cases from IIMM staff.

Collection of such complaints in written format by Email at iimmnhq55@gmail.com or through Hard copy at the address given below

**Indian Institute of Materials Management
NHQs, Plot no. 102 & 104, Sector 15
Institutional Area, CBD Belapur
Navi Mumbai - 400614
Ph. 0222 7565592**

Format for Filing Complaints against Sexual Harassment

For Office Use

Sr. No.

Date of Receipt:

Name:	
Designation:	
Employee No.:	
Type of Service:	Permanent or Temporary
Subject:	
Date:	

Description of the Incident

Thanks & Regards

(Employee)