



DATTA MEGHE INSTITUTE OF MEDICAL SCIENCES

[DEEMED UNIVERSITY]

(NAAC Accredited Grade 'A')

Office :

Atrey Layout Pratap Nagar, Nagpur – 440 022, Maharashtra, India

Ph. No.: 0712 – 3256552, 3253764 Fax : 0712 – 2245318 Email : info@dmims.org Website : dmimsu.edu.in

Office :

Sawangi (Meghe), Wardha – 442 004, Maharashtra, India

Ph. No. : 07152 – 287701-06 Fax : 07152 – 287714, 287719, Email : medical.wda@sancharnet.in

NOTIFICATION

No. 11 of 2012

Date : 21st May, 2012

It is notified for general information of all concerned that in terms of the decision taken in the meeting of the Board of Management held on 19th May, 2012, the university has adopted the whistle blowing policy as given below to offer a platform to staff members to raise their concerns.

OBJECTIVE

Datta Meghe Institute of Medical Sciences (Deemed University) has adopted a Whistle Blowing Policy to offer a platform to staff members to raise their concern (hereinafter referred to as protected disclosure) in good faith about the illegality, malpractices, unethical act or conduct which is occurring or likely to occur in future, without any fear of facing any recrimination, punishment, victimization or disciplinary action for raising such issue(s). Person raising such issues shall hereinafter be referred to as Whistle Blower.

APPLICABILITY

This policy applies to all Staff Members which means and includes all Faculty Members of Constituent Colleges, Teaching Staff, Non-Teaching Staff, Permanent Staff Members, Probationers, Administrative Staff, Consultants, Staff appointed on Ad-hoc basis and Contractual Staff and anyone else who has access to the University, Contractors working in the campus, Suppliers of Goods and those who are providing services either to the pupils or the University.

SCOPE

This policy shall be used to raise serious concerns of following nature:

1. Abuse of Authority for unlawful self advantage by any Staff Member
2. Manipulation of Institute data and records
3. Financial irregularities, including fraud and misappropriation of funds
4. Pilferation of material/confidential information
5. Violation of Law, rules and regulations
6. Wastage of assets and material belonging to Institute
7. Unethical event or act of particular individual
8. Security Weakness
9. Corruption which refers to the act of bribing and extorting another party to do things that are beneficial to one party and at the expense of others.



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PROCEDURE

- All protected disclosures shall be addressed to the Registrar of the DMIMS(DU) or any other person duly nominated by him. (Hereinafter referred to as Competent Authority)
- Protected disclosures should preferably reported in writing so as to ensure a clear understanding of the issues raised and should either be typed or written in a legible handwriting in English, Hindi or in the regional language.
- The protected disclosure should be forwarded under a covering letter which shall bear the identity of the Whistle Blower. The Registrar shall detach the covering letter and forward the protected disclosure to audit-cum-investigating committee. Anonymous disclosures will not be entertained.
- Protected Disclosures should be factual and not speculative or in the nature of a conclusion and should contain as much specific information as possible to allow for proper assessment of the nature and extent of the concern and the urgency of a preliminary investigative procedure.
- All protected disclosures reported under this Policy will be thoroughly investigated by the Audit Committee who will investigate/oversee the investigations under the authorization of the Registrar of DMIMS(DU).
- The decision to conduct an investigation taken by the competent authority is itself not an accusation and is to be treated as a neutral fact-finding process. The outcome of the investigation may or may not support the averment of the Whistle Blower.
- The identity of a Subject will be kept confidential to the extent possible as per the legitimate needs of Law and the investigation.

DECISION

If an investigation leads to the conclusion that an improper or unethical act has been committed by any of the action(s) can be taken which is prescribed herein below.

1. Initiation of disciplinary action against the wrong doer.
2. Reporting of the matter to the police and other statutory authority.
3. Initiation of legal proceedings.

The grounds on which no further action need to be taken is prescribed hereunder:

- The audit committee is satisfied that there is no evidence and it is unlikely that malpractice, as defined by these procedures, has occurred, is occurring or is likely to occur.



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- The audit committee believed that the individual whistle blower is not acting in good faith and availed this policy with malafide intention to defame the person or authority in that case suitable stern action may be taken against him.
- The matter is already (or has been) the subject of proceedings under one of the other procedures or policies.
- The matter is already (or has been) the subject of proceedings, or has already been reported to the police or any other judicial authority.

REWARDING WHISTLE BLOWERS

Whistle Blowers whose concerns found to be genuine and bonafide in safeguarding the interest of DMIMS(DU) shall be rewarded suitably as decided by the competent authority depending upon case to case basis.

REGISTRAR

Copy with compliments to –

1. Hon. Vice Chancellor, DMIMS (Deemed University), Nagpur
2. The Chief Co-ordinator, DMIMS (Deemed University), Nagpur
3. The Dean, Faculty of Medicine & J.N.M.C., Sawangi (Meghe) Wardha.
4. The Dean, Faculty of Dentistry & S.P.D.C., Sawangi (Meghe) Wardha.
5. The Dean, Faculty of Ayurvedic Sciences & Principal, MGAC, Sawangi (Meghe), Wardha.
6. The Dean, Faculty of Para Medical Sciences & Principal, RNPC, Sawangi (Meghe), Wardha.
7. The Dean, Faculty of Nursing Sciences & Principal, SRMMCON, Sawangi (Meghe), Wardha.
8. The Dean, Faculty of Interdisciplinary Health Sciences, & Director Innovations
9. The Prof & HOD, Deptt. of Medical Education Technology.
10. The Director, MHA & M course
11. The Director (Personnel & Planning), DMIMS (Deemed University), Nagpur.
12. O.S.D., DMIMS (Deemed University), Nagpur.
13. The Director (Strategic Initiatives & International Relations)DMIMS (Deemed University), Nagpur.
14. Controller of Exams. DMIMS (Deemed University), Nagpur.
15. Finance Officer, DMIMS (Deemed University)
16. P.A. to Vice Chancellor.