

THE INDIAN INSTITUTE OF MANAGEMENT BANGALORE

WHISTLE BLOWER POLICY

Whereas:

- The Indian Institute of Management Bangalore is a public and empowered “institution of national importance”;
- The Institute is engaged with several stakeholders, each being critical in helping the Institute achieve its Vision and Mission;
- The Institute is founded on the Core Value of upholding high standards of integrity and ethical behaviour and strives to conform in all its actions to this Core Value.
- The Institute is governed by, and strictly adheres to, the principles of public accountability as enshrined in – the Constitution of India; and the various laws governing public institutions in India, including the Right to Information Act, 2005 and the Whistle Blowers Protection Act, 2014.

1. SCOPE

This Policy shall apply to, and cover all faculty, staff, students, executive education programme participants, and other stakeholders of the Institute. Faculty includes permanent, adjunct, visiting and guest faculty members. Staff includes permanent and contract staff, and outsourced workers. Other stakeholders include, retired faculty and staff, alumni, parents of the students, official visitors, vendors, consultants, donors, and institutional collaborators.

This Policy is specifically meant to govern any disclosure of information which is (i) in the public interest and (ii) in the reasonable belief of the person making the disclosure (ie the Whistle Blower) sufficiently indicates any one or more of the following ‘Serious Violation’ in relation to the Institute, including its teaching areas, departments, centres, and activities:

- a) Academic or professional malpractice
- b) Criminal activity
- c) Failure to comply with any laws or legal obligations
- d) Failure to comply with Regulations or Ordinances or any other applicable rules of the Institute
- e) Impropriety in official actions or ethical violation
- f) Corruption or bribery and the related seeking/offering special favours
- g) Endangering health and safety
- h) Causing damage to environment
- i) Any attempt to commit, conceal, or misrepresent on any of the above.

The information being disclosed, and any allegation being made thereof, must be substantially true and contain verifiable details to the extent feasible so as to enable any further progress in the matter. No anonymous/pseudonymous form of communication shall be considered.

2. PROCESS AND TIMELINES

Any person (coming within the Scope of this Policy as a Whistle Blower) is encouraged to, in good faith, promptly disclose information about any 'Serious Violation' in relation to the Institute. Such disclosure of information may be done in writing through electronic mail to: whistleblower@iimb.ac.in.

The senior most faculty member on the Board shall be the 'designated person' responsible to operate the above email. In the event of any vacancy in the position of faculty members on the Board, the Chief Vigilance Officer of the Institute shall discharge this function. Disclosure of information could also be made orally to such 'designated person'. In the instance of an oral narration, the same is to be recorded and affirmed through signatures of the Whistle Blower, and the 'designated person' along with a clear mention of the date and time of the recording.

In all instances of disclosure of information relating to any 'Serious Violation', the 'designated person' shall undertake a preliminary review of the matter and decide whether or not it should be referred to the concerned Disciplinary Authority of the Institute [refer 9.12 of the Institute's Service Rules] for any further necessary action. Upon such a referral, the concerned Disciplinary Authority of the Institute shall proceed to review the facts of the matter, and if found necessary, set up an enquiry committee to investigate the matter and to recommend the action to be taken, if any. The Disciplinary Authority, while constituting an enquiry committee, shall ensure that members bear the necessary competence and expertise to address the nature of issues involved in the particular matter.

If the information is against any member of the Board, the 'designated person' shall, without undertaking any preliminary review, refer the matter to the Chairperson of the Board.

Relevant Timelines

| Process Action | Time Limits |
|--|---|
| Acknowledgement of email by the 'designated person' | Within 48 hours |
| Preliminary review and any referral to concerned Disciplinary Authority by the 'designated person' | Within 7 working days from the date of acknowledgement |
| Information on referral to the Whistle Blower by the 'designated person' | Within 2 working days from the date of referral |
| Review, investigation, any enquiry, and formal completion of proceedings by the concerned Disciplinary Authority | Within 90 days from the date of acknowledgement |
| Information on decision of the Disciplinary Authority to the Whistle Blower by the 'designated person' | Within 2 working days from the date of the completion of proceedings |
| Any appeal by the Whistle Blower on the decision of the Disciplinary Authority | To be filed within 30 working days after receiving information of the decision. Any such appeal has to be filed before the concerned Appellate Authority of the Institute [refer 9.12 of the Institute's Service Rules] |

3. ASSURANCES

Towards upholding and protecting the basic tenets of public accountability, the following shall be the unconditional assurances binding the Institute and its decision-making authorities:

- a) The Institute shall treat all disclosures made, and the identity of the Whistle Blower, with utmost confidentiality.
- b) The Institute shall neither undertake any adverse measure, nor allow, any form of victimization of the Whistle Blower.
- c) The Institute shall ensure that the Whistle Blower is not victimized, or punished, based merely on the grounds of making this disclosure.
- d) The 'designated person' shall submit periodical report to the Board of Governors on disclosures and of any action taken by the Institute.
- e) The Institute shall submit periodical report to the Board of Governors on action taken to prevent such 'Serious Violation'.