



**ALL INDIA  
FOOTBALL  
FEDERATION**

**INDIAN FOOTBALL.  
FORWARD TOGETHER**



**VISION 2047**

**AIFF POLICY ON  
PROHIBITION, PREVENTION, AND REDRESSAL OF  
SEXUAL HARASSMENT AT WORKPLACE  
(AIFF PoSH POLICY)**

**(2024 EDITION)**

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## **1. INTRODUCTION**

Every individual has a right to equal protection under the law, to live life free from discrimination and to the protection of life and personal liberty. Sexual harassment at a workplace amounts to a gross violation of an individual's right to equality and dignity. Not only is it an infringement of the fundamental rights of an individual, under Article 19 (1) (g) of the Constitution of India "to practice any profession or to carry out any occupation, trade or business"; it erodes equality and puts the dignity and the physical and psychological well-being of female workers at risk. This leads to poor productivity and a negative impact on lives and livelihoods. To further compound the matter, deep-rooted socio-cultural behavioural patterns, which create a gender hierarchy, tend to place responsibility on the victim, thereby increasing inequality in the workplace and in the society at large.

This policy aims to prevent and curb these acts in line with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013; the United Nations 'Convention on the Elimination of all Forms of Discrimination against Women' (CEDAW) and the Vishaka Guidelines. This policy on prohibition, prevention, and redressal of sexual harassment of women at workplace ("Policy") has been framed as required under the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 ("Act") and the rules ("Rules") framed thereunder.

This Policy seeks to assist aggrieved individuals who believe they have been subjected to harassment with appropriate support and remedial action. In AIFF, every person is treated with respect and dignity and everyone is expected to promote a sense of personal responsibility. We recruit competent and motivated people who respect our values, provide equal opportunities for their development and advancement, protect their interests not limited to privacy, and do not tolerate any form of harassment or discrimination.

Making a false complaint of sexual harassment or providing false information regarding a complaint will also be treated as a violation of this Policy.

## **2. SCOPE**

This Policy is to be followed by the All India Football Federation ("AIFF"), including but not limited to committees, and/or any entity that has been or will be set up by the AIFF, including but not limited to those relating to the AIFF affiliated tournaments, leagues, competitions, for the prevention, prohibition, and redressal of complaints of sexual harassment of individuals at the Workplace(s) (as defined herein). The Policy is subject to the Act and the Rules and may be amended from time to time in accordance with the Act. Any matter which has not been specifically covered or discussed under this Policy shall be dealt with in the manner prescribed under the Act.

## **3. DEFINITIONS**

### **3.1 Aggrieved Individual**

All individuals, in relation to the Workplace, whether or not employed, engaged or retained by AIFF, who alleges to have been subject to any act of Sexual Harassment by the Respondent (as defined herein).

### **3.2 Complainant**

Any Aggrieved Individual who makes a complaint alleging Sexual Harassment under this Policy.

### **3.3 Employee**

A person employed, engaged or retained by AIFF or the affiliates of AIFF, at the Workplace, for any work on regular, permanent, temporary, advisory, honorary, part-time, visiting, ad-hoc or daily wage basis, either directly or through an agent, including a contractor, with or without the knowledge of the Employer, whether for remuneration or not, or working on a voluntary basis or otherwise, whether the terms of employment are express or implied and includes a coworker, individuals engaged on deputation or on contract (a contract worker), or as a consultant, probationer, trainee, apprentice, intern or called by any other such name.

### **3.4 Employer**

A person responsible for management, supervision, and control of the Workplace.

### **3.5 Player**

An associate football, futsal and/or beach soccer player who participates in AIFF-affiliated competitions.

### **3.6 Respondent**

A person against whom a complaint of Sexual Harassment has been made by a Complainant.

### **3.7 Sexual Harassment**

“Sexual Harassment” includes any one or more of the following unwelcome acts or behaviour (whether directly or by implication) at or arising out of a Workplace, namely: -

- (a) Any unwelcome sexually determined behaviour, or pattern of conduct that would cause discomfort and/or humiliate an individual towards whom such behavior or conduct was directed, namely: -
  - (i) Physical contact and/or sexual advances, whether express or implied;
  - (ii) Demand or request for sexual favours;
  - (iii) Sexually colored remarks including but not limited to remarks about an individual’s clothing or body;
  - (iv) unwarranted and/or unwelcome sexual advances involving verbal, non-verbal, or physical contact or conduct such as sexually coloured remarks, epithets, jokes, letters, telephone calls, video-conferencing or online calls, text messaging, mobile phone calls, e-mail, gestures, showing pornography, making or posting sexual pranks, sexual teasing, lurid stares, physical contact or molestation, stalking, social media messaging, display of sexually demeaning or offensive pictures, cartoons or other materials through any mode of communication, written or oral references to sexual conduct, gossip regarding one’s sex life which offends an individual’s sensibilities and affects her/his performance;
  - (v) Repeatedly asking to socialize during off-duty hours or continued expressions of

sexual interest against an individual's wishes;

- (vi) Giving gifts or leaving objects that are sexually suggestive;
  - (vii) Eve teasing, innuendos and taunts, physical confinement against an individual's will or any such act likely to intrude upon an individual's privacy;
  - (viii) Persistent leering, stalking and/or contacting an individual;
  - (ix) any pervasive pattern of behavior which makes any person uncomfortable, insecure or feel humiliated or disadvantaged on the basis of a gender / sexual orientation differentiation;
  - (x) Any other unwelcome physical, verbal or non-verbal conduct of a sexual nature;
  - (xi) actual sexual assault; and
  - (xii) conduct of such acts as specified in this Clause 3.7(a)(i) to (xii) at the Workplace or outside in relation to any Personnel of AIFF, irrespective of whether such act occurred in the course of employment/engagement.
- (b) The following circumstances, if any of the same occurs or is present in relation to any sexually determined act or behaviour, amount to Sexual Harassment:
- (i) *Quid Pro Quo ('this for that')*
    - A. Implied or explicit promise of preferential treatment in employment;
    - B. Implied or explicit threat of detrimental treatment in employment;
    - C. Implied or explicit threat about the present or future employment status;
  - (ii) *Hostile Work Environment*
    - A. Interference with an individual's work or creating an intimidating, offensive, hostile or uncomfortable work environment; or
    - B. Humiliating treatment likely to affect his/her mental and physical health or safety.
- (c) It is important to note that the question of whether Sexual Harassment has occurred or not, does not depend on the intention of the Respondent, but on the experience of the Aggrieved Individual.

### **3.8 Workplace**

Premises, locations, establishments, enterprises, institutions, offices, branches or units established, subsidiaries which are controlled by the AIFF, including but not limited to places visited by the Employee arising out of or during the course of employment including official events, accommodation, and transportation provided by the Employer for undertaking a journey.

Workplace includes and is not limited to the following, namely: -

- (a) office premises, centres, remote working environments (if any) of AIFF or other premises where AIFF carries on its operations;
- (b) premises on which the AIFF National Centres of Excellence (NCE), AIFF-FIFA Talent Academy(ies) are situated or the premises of any other such establishment that has been/will be set up under the aegis of the AIFF;
- (c) venues of matches organized by the AIFF;
- (d) venues where Players train (excluding training on the Players' own time, when not functioning as representatives of the AIFF or their respective association's teams);
- (e) all match-related transportation that is provided or sponsored by the AIFF;
- (f) all meetings and events, formal or informal, organized by the AIFF or otherwise;
- (g) accommodation such as hotels and hostels provided or sponsored by the AIFF; and
- (h) venues of promotional and endorsement events held by AIFF.

#### **4. APPLICATION**

4.1 The Policy applies to all Employees of AIFF, including but not limited to the following individuals:

- (a) Office bearers of the AIFF, persons who are part of any committee of the AIFF, representatives of the AIFF, any person connected with the governance and management of the affairs of the AIFF or its committees, and/or the ones mentioned in the Scope as per Article 2 of this Policy;
- (b) Players;
- (c) Team officials and support staff contracted by the AIFF, including but not limited to coaches, assistant coaches, trainers, managers, scouts, doctors, physiotherapists, analysts, media managers, masseurs, masseuses etc. ("Team Officials");
- (d) On-field referees, off-field referees, match commissioners, and/or other match officials licensed and appointed by the AIFF or any other equivalent body authorised by the AIFF to issue such licenses ("Match Officials");
- (e) Production crew and camera crew contracted by the AIFF;
- (f) Administrators or such equivalent persons involved in the conduct of AIFF-affiliated tournaments;
- (g) Players, match officials, team officials, administrators, or employees of a member association when such persons are representing the AIFF or are part of any event or tournament that is sponsored or organized by the AIFF; and

(h) any other persons who are contracted or otherwise engaged by the AIFF, to whom the AIFF may, at its sole discretion, extend this Policy.

4.2 A complaint can be filed under the Policy by any Aggrieved Individual who experiences Sexual Harassment at the Workplace, within three (3) months from the date of the incident; and in case of a series of incidents, within three (3) months from the date of the last incident.

## 5. INTERNAL COMPLAINTS COMMITTEE

5.1 Complaints of Sexual Harassment shall be promptly and thoroughly inquired into by an "Internal Complaints Committee" ("ICC") which shall be constituted in accordance with the Act as set out below. The ICC shall comprise a minimum of 4 (four) members (each a "Member").

(a) The Presiding Officer of the ICC shall be a woman employed at a senior level at the Workplace ("Presiding Officer").

(b) Two (2) Members of the ICC shall be selected from amongst the Employees; preferably persons who are committed to the cause of women or have experience in social work or have legal knowledge.

(c) Two (2) Members of the ICC shall be selected from a non-governmental organization or association committed to the cause of women or a person familiar with issues relating to sexual harassment ("External Members"). The External Members shall be familiar with issues relating to women.

(d) At least half of the Members of the ICC shall be women.

(e) The ICC shall hold office for a period not exceeding three (3) years from the date of their nomination/appointment as may be specified by the AIFF.

5.2 A minimum of three Members of the ICC shall be required to be present for the inquiry proceedings of the ICC to take place, including the Presiding Officer, out of which at least one shall be a woman.

5.3 To the extent possible, 1 (one) Member of the ICC shall be a person touring with the relevant national teams so that an Aggrieved Individual shall have easy access to such Member.

5.4 The details of the Members of the ICC shall be notified periodically.

5.5 The ICC shall inquire into the complaint of alleged Sexual Harassment while maintaining a strict level of confidentiality, as required under the Act.

5.6 For the purpose of making an inquiry, the ICC shall have the same powers as are vested in a civil court under the Code of Civil Procedure, 1908, which will include the power to summon and enforce the attendance of any person, require the discovery and production of documents, and regarding any other matter which may be required during the investigation into a complaint under the Policy.



## 6. FILING OF A COMPLAINT

- 6.1 Complaints should be submitted to any Member of the ICC, in writing or by email. Any Employee that believes he/she has been subject to Sexual Harassment directly or indirectly at the Workplace may submit a written complaint to the ICC within three (3) months of the occurrence of the incident, and in case of a series of incidents, within three (3) months of the occurrence of the last incident. The written complaint should contain a description of each incident(s) including relevant dates, timings, locations, name(s) of the Respondent(s), and the working relationship between/among the Aggrieved Individual/Complainant and the Respondent(s). The Complainant may also provide supporting documents and the names and addresses of witnesses, if any. The ICC may extend the timeline for the submission of the complaint by another three (3) months for reasons recorded in writing, if satisfied that these reasons prevented the lodging of the complaint.
- 6.2 Where a complaint cannot be made in writing, the Presiding Officer or any Member of the ICC, shall render all reasonable assistance to the Aggrieved Individual to make the complaint in writing. If the Aggrieved Individual is unable to make a complaint on account of physical or mental incapacity or death or otherwise, the legal heir, relative, friend or lawful guardian/representative of the Aggrieved Individual or shall be permitted to file the complaint on behalf of the Aggrieved Individual. If an Aggrieved Individual is unable to make a complaint for any other reason, a complaint may be filed by another individual that has knowledge of the incident, provided that such complaint is made only with the prior written consent of the Aggrieved Individual.
- 6.3 In case the Aggrieved Individual has experienced Sexual Harassment during her tenure of employment, but has since left the services of the AIFF, the ICC shall accept the complaint so long as it is received in writing, in accordance with Clause 6.1 hereinabove.
- 6.4 The ICC will maintain a register/database of the complaints received by it and keep the contents confidential, except to use the same for discreet investigation and/or for any other purpose permitted under applicable law.
- 6.5 The Members must be free of any conflict of interest with either the concerned parties or with the outcome of the inquiry. Conflict of interest shall include any personal relation of a ICC Member with either of the concerned parties (i.e., the Complainant and Respondent), including family relationships and friendships, as well as any business or professional relationships outside the ambit of AIFF. Conflict of interest may also arise if the given Member may professionally benefit from the outcome of the complaint in any way, including and not limited to promotion, or receipt of any pecuniary benefit such as a bonus, increment or other benefit. Accordingly, on receipt of a complaint, the ICC shall evaluate if any of the Members of the ICC including the Presiding Officer and/or the External Member(s), is/are involved in or closely connected with the complaint so as to result in a conflict of interest with that of the Complainant and the Respondent. In the event of such conflict of interest, such member(s) shall recuse himself/herself/themselves from the inquiry procedure.
- 6.6 In case the complaint is against any Member of the ICC, the accused Member shall recuse

herself/himself from the ICC and be replaced suitably on the ICC, for the duration of the inquiry into such complaint. If such Member is found to be guilty pursuant to the ICC's inquiry, in addition to any sanction that may be applied pursuant to such finding, such Member shall automatically cease to be a Member of the ICC.

## **7. PROCEDURE**

7.1 The ICC shall refer to the six stages detailed below, for addressing a complaint of Workplace Sexual Harassment, in accordance with the Act and the Handbook on Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 for Employers/Institutions/Organisations/Internal Complaints Committee/Local Complaints Committee issued by the Ministry of Women and Child Development, Government of India.

### **(a) STAGE ONE: RECEIPT OF THE COMPLAINT**

#### **Step 1: Receive and Acknowledge Receipt of the Complaint**

The Complainant submits a Sexual Harassment complaint in writing in accordance with Clause 6 hereinabove.

Upon receipt, the complaint should be reviewed for: -

- (i) In the context of Workplace that the Sexual Harassment complaint is to be met with under the Act, such as the Rules, the Policy, Vishaka Guidelines and related laws.
- (ii) Clarity in the complaint.
- (iii) Additional information needed from the Complainant.

The Complainant will be notified in writing to acknowledge receipt.

#### **Step 2: Meet and Talk to the Complainant to Explore Options for Formal and Informal Resolution**

The Complainant needs to be informed about the ensuing process and the informal or formal options available for the redress.

#### **Step 3: Informal Mechanism**

If the Complainant chooses to adopt the informal process to resolve her complaint/experience of workplace Sexual Harassment, then it is the responsibility of the ICC to explore enabling ways to address the complaint. This can include counselling, educating, orienting, or warning the Respondent to promptly stop the unwelcome behaviour or appointing a neutral person to act as a conciliator between the Complainant and the Respondent to resolve the complaint through conciliation.

However, before recommending conciliation, the ICC must assess the severity of the situation and if necessary, advise and enable the Complainant to opt for the formal route. At no point

shall the ICC advise the Complainant to resolve the matter directly with the Respondent.

Where such an informal process is successful, such resolution is to be recorded by the conciliator and forwarded to the ICC who in turn will forward the same to the AIFC for further action based on the resolution. Copies of such settlement must also be provided to both the Complainant and the Respondent. The AIFC is responsible for taking steps to ensure that the Complainant is not subject to any backlash.

In the event the Complainant informs the ICC that any term or condition of the conciliation has not been complied with by the Respondent, the ICC shall proceed to make any inquiry into the complaint or as the case may be, forward the complaint to the police.

The choice of a formal process rests with the Complainant even if the ICC believes that the same can be resolved through an informal process.

#### **Step 4: Formal Mechanism**

If the Complainant opts for formal redress, or the nature of the complaint is serious which calls for formal redress, the ICC shall respond to the complaint.

The ICC members must be free of any conflict of interest with either the concerned parties or with the outcome as specified in Clause 6.5 hereinabove. The ICC shall also ensure that the external member has sound knowledge, skill, and experience in dealing with Workplace Sexual Harassment complaints.

#### **Step 5: Respondent and Response**

Within seven (7) days of receiving a complaint, the ICC shall inform the Respondent in writing that a complaint has been received. The Respondent shall have an opportunity to respond to the complaint in writing within ten (10) days thereafter.

#### **(b) STAGE TWO: PLANNING**

#### **Step 6: Prepare the File**

Preparing the file takes into account the following steps:

(i) Documentation

Create an independent confidential file of the complaint and all subsequent related documentation.

(ii) Review Law & Policy

Have a clear knowledge and understanding of the Act, Rules as well as the Policy, Vishaka Guidelines, existing practices and related laws.

(iii) Make a List

Make a list of all the dates and events relating to the written complaint as well as

the names of witnesses, where applicable.

(iv) Supporting Documents

Obtain and review all supporting documents relevant to the complaint, including those presented by the Complainant and the Respondent.

**Step 7: Consideration**

(i) Interim Measures

While a complaint is pending inquiry, a Complainant can make a written request for his/her transfer or the transfer of the Respondent, or for leave (up to three (3) months), which shall be in addition to the leave to which the Complainant would be otherwise entitled. The Complainant may also request the ICC to restrain the Respondent from reporting on his/her work performance or writing his/her confidential report or supervising his/her training/coaching activities. Even in the absence of such a request, the ICC must take corrective action to prevent potential ongoing Sexual Harassment.

(ii) Support

The ICC shall maintain clear, timely communication with the parties throughout the process and provide the Complainant with any specific assistance she may require, such as counselling, addressing health-related concerns or sanctioning of leave.

(c) **STAGE THREE: INQUIRY**

**Step 8: Prepare an Interview Plan for the Hearing: Complainant, Witnesses, Respondent**

- (i) Based on the results of the previous steps and before conducting interviews, the ICC shall decide which issues need to be pursued for questioning.
- (ii) Interviews are meant to obtain information that is relevant to the complaint from individuals.
- (iii) Interviews should be conducted with each person separately and in confidence. The Complainant and the Respondent should not be brought face to face with each other.
- (iv) The venue of the inquiry shall take into consideration the convenience and security of the Complainant.
- (v) Information regarding the contents of the complaint(s), the identity of the Complainant, the Respondent(s) and witness(es), if any, shall be protected and kept confidential by the ICC and shall not be disclosed to any other Employees or guests, invitees, vendors, suppliers, or Team Officials, Match Officials of AIFF or any other third party.

- (vi) The Complainant shall be provided with a copy of the written explanation submitted by the Respondent.
- (vii) If the Complainant or the Respondent desires any witness(es) to be called, they shall communicate the same in writing to the ICC along with the names of witness(es) that they propose to call. The responsibility of communicating with the witness(es) lies with the Complainant/Respondent regarding the date, time and venue of the meeting.
- (viii) If the Complainant desires to tender any documents by way of evidence before the ICC, she shall supply original copies of such documents. Similarly, if the Respondent desires to tender any documents in evidence before the ICC, he/she shall supply original/true copies of such documents. Both shall affix their signatures on the respective documents to certify these to be true copies of the original. The ICC shall have the power to summon any official papers or documents pertaining to the complaint under inquiry.
- (ix) The ICC shall call upon all witnesses mentioned by both the Complainant and the Respondent.
- (x) The ICC may, at its sole discretion, summon necessary and relevant document/witness(es), if it is of the opinion that it is in the interest of justice.

**Step 9: Assess the Completeness of the Information Collected**

The ICC shall review the information gathered and the factual relevance of such information to each aspect of the complaint. This will help determine whether there is enough information to make a finding on the complaint.

**(d) STAGE FOUR: REASONING**

**Step 10:**

Once the collection of information and subsequent review are complete, the ICC shall make its reasoned finding(s), which involves having to: -

- (i) Identify the substance of each aspect of the complaint.
- (ii) Determine, whether or not, on a balance of probability, the Sexual Harassment took place.
- (iii) Check that such behaviour/conduct falls within the definition of Sexual Harassment set out in the relevant Act, Rules, Policy or related laws.
- (iv) Comment on any underlying factor(s) that may have contributed to the incident.

**Step 11:**

Create a timeline to help establish the sequence of events related to the complaint.

**Step 12:**

Compare similarities and differences within each of the statements made by the interviewees.

**(e) STAGE FIVE: FINDING AND RECOMMENDATION**

**Step 13: Finding**

Based on the above, the ICC shall arrive at a finding of whether the complaint is upheld, not upheld or inconclusive. Provided, where both the parties are Employees, before finalising the findings, the ICC shall share its finding with both the parties and provide them an opportunity to make representations against it before the ICC.

**Step 14: Recommendations**

Based on its findings, the ICC shall then make appropriate recommendations which may include:

- (i) Where the ICC is unable to uphold the complaint, it shall recommend no action.
- (ii) Where the ICC upholds the complaint, it may recommend appropriate action, which may include a warning to terminate.

Such recommended action may include: -

- A. Disciplinary action, including a written apology, reprimand, warning, censure;
- B. Withholding promotion/pay raise/increment;
- C. Termination;
- D. Counselling;
- E. Community service.
- F. Suspension of the Respondent from representing the AIFF; or
- G. Suspension of the Respondent from any AIFF Committee(s) or General Body and/or from all footballing activities.

- (iii) The ICC may also recommend financial damages to the Complainant. While deciding the amount, it shall take into consideration: -

- A. Mental trauma, pain, suffering and emotional distress caused;
- B. Medical expenses incurred;
- C. Loss of career opportunity;
- D. Income and financial status of the Respondent.

If the amount is not paid it can be recovered as an arrear of land revenue.

- (iv) The ICC can also give additional recommendations to address the underlying factors contributing to Sexual Harassment at the Workplace.

(f) **STAGE SIX: REPORT**

**Step 15: Writing the Report**

The ICC shall prepare a final report that contains the following elements: -

- (i) A description of the different aspects of the complaint;
- (ii) A description of the process followed;
- (iii) A description of the background information and documents that support or refute each aspect of the complaint;
- (iv) An analysis of the information obtained;
- (v) Findings as stated above;
- (vi) Recommendations.

The inquiry shall be completed within ninety (90) days and a final report shall be submitted to AIFF within ten (10) days thereafter. Such report shall also be made available to the concerned parties. The AIFF is obliged to act on the recommendations within sixty (60) days.

**Appeal**

Any person not satisfied with the findings or recommendations of the ICC or non-implementation of the recommendations, may appeal to the appropriate authority under the Act and the Rules, within ninety (90) days of such recommendations.

**8. KEY POINTERS**

- 8.1 The ICC shall conduct an inquiry into the complaint in accordance with principles of natural justice and in line with the procedures as given under the Act, Rules, the Policy and related laws.
- 8.2 The Complainant and the Respondent shall not be allowed to bring in any legal practitioner to represent them in their case, at any stage of the proceedings before the ICC.
- 8.3 The ICC may give an ex-parte decision or terminate the inquiry proceedings if the Complainant or the Respondent fails to appear before the ICC for three (3) consecutive hearings without sufficient cause. However, the ICC shall give a prior written notice of fifteen (15) days to the concerned party before taking any such decision.
- 8.4 The decision of the ICC and/or AIFF shall be final and binding on the complainant and the respondent. Neither party shall have the right to appeal the decision of the ICC/AIFF to any other person, committee or authority within the AIFF.

## **9. OTHER ACTS OR BEHAVIOURS WHICH ARE PUNISHABLE**

9.1 Apart from sexual harassment, if any person covered under the scope of this Policy, commits the following acts, such person shall also be punishable, as set out previously, on the grounds of misconduct:

- (a) Making false allegations of sexual harassment, with malicious intent and knowledge that such allegation is false or producing false evidence to justify such complaint;
- (b) Giving false evidence or producing false documents as a witness to any proceedings of the ICC;
- (c) Breaching the statutory duty of maintaining confidentiality of information relating to the inquiry proceedings of the ICC, by divulging such information to any unauthorized person, including, but not limited to any person covered under the scope of this Policy; and/or
- (d) Victimizing, intimidating or influencing any person, witness or any other persons seeking redress under the Policy whether directly or indirectly; and/or

Retaliating against anyone for registering a complaint pursuant to this Policy, assisting another in making a complaint, or participating in an inquiry/investigation under the Policy. Anyone experiencing any conduct that she or he believes to be retaliatory should immediately report such conduct to any Member of the ICC. Any retaliation will be dealt with promptly and expeditiously by AIFF.

Notwithstanding the above, it is to be noted that the mere inability to substantiate a complaint or provide adequate proof will not be treated as a false complaint.

## **10. CRIMINAL PROCEEDINGS**

10.1 In the event that the Complainant opts to file a complaint under the Indian Penal Code, 1860 ("IPC") or any other law for the time being in force, in relation to an alleged offence of sexual harassment, the AIFF shall: -

- (a) assist the Complainant in filing such complaint, and
- (b) cause to initiate action against the perpetrator (under the IPC or any other law for the time being in force), if the Complainant so desires.

10.2 In case the ICC finds that the complaint constitutes an offence under the Indian Penal Code, 1860 and/or the Protection of Children from Sexual Offences Act, 2012, then this fact shall be mentioned in its report and appropriate action shall be initiated by AIFF for making a police complaint.

## **11. CONFIDENTIALITY**

11.1 The contents of the complaint and the inquiry proceedings must be handled with utmost confidentiality. Breach of confidentiality will result in specific consequences. All persons involved in the proceedings under the Policy including the parties, witnesses, ICC and any other person covered under the scope of the Policy who become(s) aware of any incident of sexual



harassment, whether directly or indirectly, shall be under a duty to respect and maintain confidentiality. The Policy prohibits the disclosure of:

- (a) Contents of complaint;
  - (b) Identity and address of Complainant, Respondent, and witnesses, if any;
  - (c) Information pertaining to conciliatory/inquiry proceedings or recommendations of the ICC; and/or
  - (d) Action taken by the AIFF.
- 11.2 Exception of disclosures under this provision includes dissemination of information regarding the justice secured without disclosure of name, address, identity and particulars of complainant or witnesses.
- 11.3 Breach of this provision shall lead to an imposition of a fine of INR 5,000, which shall be collected by the AIFF.

## **12. ANNUAL REPORT**

12.1 The ICC is responsible for preparing the annual report.

12.2 Such reports shall include the following information:

- (a) Number of complaints received;
- (b) Number of complaints disposed of;
- (c) Number of cases pending for more than ninety (90) days;
- (d) Number of workshops/awareness programs carried out; and
- (e) Nature of action taken by the AIFF;

12.3 The annual report of the ICC shall be forwarded to the AIFF.

## **13. PREVENTIVE ACTION**

13.1 The AIFF will take reasonable steps to ensure the prevention of Sexual Harassment at the Workplace which may include circulating applicable policies and other relevant information to all Employees including the new Employees/inductees.

13.2 The AIFF, on regular intervals, shall conduct gender sensitization training sessions for the Employees and persons covered under the scope of this Policy.

13.3 Where Sexual Harassment occurs as a result of an act or omission by any third party or outsider, whether during the course of duty or during non-business hours at the Workplace, AIFF shall take all steps necessary and reasonable to assist the affected person in terms of support and preventive action.

#### **14. INDIVIDUAL RESPONSIBILITIES**

14.1 AIFF believes that each member of AIFF (including but not limited to its Employees, Players, Team Officials, Match Officials, clients/customers/vendors/guests/suppliers/invitees/interns of AIFF) is responsible for creating a working, learning, professional, and living environment that is free from discrimination and Sexual Harassment. It is important to contact one of the individuals of the ICC if any of the following occurs:

- (a) You believe you have been subjected to conduct or comments that may violate this Policy;
- (b) You believe you have been retaliated against in violation of this Policy; and/or
- (c) You have been told about or witnessed conduct that may violate this Policy.

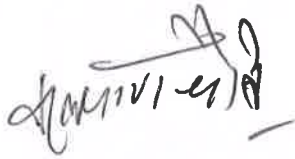
#### **15. AMENDMENT**

Any amendment in the provisions of the Act shall be incorporated in this Policy with the prior approval of the AIFF Executive Committee whenever applicable. The amended/modified Policy shall be disseminated to all the Employees of the AIFF and the persons covered under the scope of this Policy, post the approval of the AIFF Executive Committee.

*Words and expressions used and not defined in this Policy but defined in the AIFF Constitution or any other Rules, Regulations, or official documents circulated by AIFF shall have the meaning assigned to them under the relevant document. This Policy shall be effective and come into force on such date as may be notified by the AIFF.*

**This Policy was approved by the Executive Committee of the All India Football Federation on the 8<sup>th</sup> May 2024**

**FOR ALL INDIA FOOTBALL FEDERATION**



**Kalyan Chaubey**

President



**M Satyanarayan**

Acting Secretary General

