

Policy Document
On
Administrators Zero-Tolerance to Sexual Harassment and Gender -
Discrimination.

The 2013 Act makes employers liable for an institutions non compliance with the provisions of the Act the first instance of such violation is punishable with a time of INR 50,000 and repeated violations are likely to result in higher penalties.

- An annual notification notifying the names and contact details of the members of the Internal Complaint Committee (ICC).
- Publication and dissemination of HEI'S policy against sexual harassment and its rules
- Provision of legal, medical and counseling assistance to complainants.
- Implementation of the guarantees of confidentiality and protection against victimization
- Provision of an atmosphere in the workplace in which the functioning of the ICC are not subjected to undue pressure from senior levels
- Ensure the sensitivity of the HEI security services and other institutional services to the ICC with regards to the redressal of complaints of sexual harassment in the workplace
- Organize mandatory training sessions for members of the ICC

Redressal Cell for Sexual Harassment of Women Committee

Dr. Madhuri V Bhatkar	-	Convener
Prof. Priya S Khorgade	-	Teacher member
Dr. Shankar R Chavan	-	Teacher member
Adv. Anupama Ghogare	-	Law Expert
Mrs. Seema Pakhare	-	Social worker
Shri. Sudhir Kambe	-	Non-teaching member
Shri Shankar Malve	-	Class 4 (Peon)
Ku. Vrushali Solanke	-	MCom I Year Girl student
Shri. Gajanan Ambhore	-	BCom III Boy student

Objectives of the Committee

The Internal Complaint Committee is an educational resource as well as a complaint redressed mechanism for the members of faculty, Staff and Students of the College Campus. Its mandates are

- To provide a neutral, confidential and supportive environment for members of the College Campus.
- To ensure fair and timely resolution of sexual harassment complaints.
- To provide counseling and support services on college campus.

- To ensure that students, faculty and staff are provided with current and comprehensive materials on sexual harassment.
- To promote awareness about sexual harassment and foster a respectful and safe campus environment

The Committee seeks to achieve these goals through

Complaint Redressal: As per the act The Sexual Harassment at Workplace (Prevention, Prohibition and Redressal) Act, 2013 appropriate action will be taken once the complaint is filed

Dissemination of Information: distribution and circulation of materials, posters and Pamphlets

Awareness Lectures and Workshops: for faculty , non-teaching staff and students with an aim to develop nonthreatening and non-intimidating atmosphere of mutual learning.

Counseling -Confidential counseling service is an important service as the sexual harassment cases are rarely reported and is a sensitive issue Counseling provides a safe space to speak about the incident and how it has affected the aggrieved woman

What is Sexual Harassment?

An act of sexual harassment includes any one or more of the unwelcome acts or behavior, whether directly or by implication.

- I. Physical contact and advances; or
- II. A demand or request for sexual favors or
- III. Making sexual coloured remarks or
- IV. Showing pornography or
- V. Any unwelcome physical, verbal or non-verbal conduct of sexual nature.

The following circumstances, among other circumstances, if it occur or are present in relation to or connected with any act or behavior of sexual harassment, may also amount to sexual harassment:

- I. Implied or explicit promise of preferential treatment in her employment, or
- II. Implied or explicit threat of detrimental treatment in her employment; or
- III. Implied or explicit threat about her present or future employment status; or
- IV. Interference with her work or creating and intimidating or offensive or hostile work environment for her, or
- V. Humiliating treatment likely to affect her health or safety.

Who can file the Complaint to the Internal Complaint Committee

Any student, service provider, teaching, non-teaching staff may lodge a complaint against a student, service provider, teaching, non-teaching staff.

The Complaint Mechanism Procedure to file/report a complaint:

Any aggrieved woman may make, in writing, a complaint of sexual harassment, at workplace to the ICC within a period three months from the date of incident. If she is unable to make a complaint in writing, the ICC will render all reasonable assistance to her for making the complaint in writing. If the ICC is satisfied that the circumstances were such, which prevented the woman from filing a complaint within a period of three months, it may extend the time limit not exceeding three months.

The complainant needs to submit six copies of the complaint along with the supporting documents and names and addresses of the witnesses to the ICC. On receipt of the complaint, the Committee will send one of the copies to the respondent within a period of seven working days and ask the respondent to file his reply to the complaint along with his list of documents and names and addresses of witnesses. within a period not exceeding ten working days from the date of receipt of the complaint by him. Legal practitioner is not allowed to represent the ease at any stage of the proceedings before the Committee.