

Janseva Foundation Loni Budruks
Arts and Commerce
College, Shendi
Tal-Akole, Dist-Ahmednagar



Anti Sexual
Harassment Policy

Prepared by

Internal Quality Assurance Cell

ANTI-SEXUAL HARASSMENT POLICY

Janseva Foundation Loni Budruks Arts, Commerce & Science College Shendi Tal-Akole, Dist-Ahmednagar is committed in molding a generation which safeguards the virtues of gender equality and equity. The institution attempts to uphold the constitutional mandate ensuring the human rights of all those who fall within its jurisdiction. As per the guidelines of UGC, NAAC and the Supreme Court an Anti-Sexual Harassment Cell was established in Janseva Foundation Loni Budruks Arts, Commerce & Science College Shendi Tal-Akole, Dist-Ahmednagar to provide a healthy and congenial atmosphere to the staff and students of the College. The Cell meets the following

Objectives:

- To provide a neutral, confidential and supportive environment for members of the campus community who may have been sexually harassed.
- To deal with cases of discrimination and sexual harassment against women, in a time bound manner, aiming at ensuring support services to the victimized and termination of the harassment.
- To provide information regarding counseling and support services in our campus.
- To ensure that students, faculty and staff are provided with current and comprehensive materials on sexual harassment and assault.
- To promote awareness about sexual harassment through educational initiatives which encourages and foster a respectful and safe campus environment
- To develop guidelines and norms for a policy against sexual harassment.
- To develop principles and procedures for combating sexual harassment.
- To work out details for the implementation of the policy.
- To prepare a detailed plan of actions, both short and long term.
- To organize gender sensitization awareness programmes.

Definition

According to THE SEXUAL HARASSMENT OF WOMEN AT THE WORKPLACE (PREVENTION, PROHIBITION AND REDRESSAL) ACT 2013, sexual harassment includes any one or more of the following unwelcome acts or behavior (whether directly or by implication) namely:

- Physical contact and advances; or
- A demand or request for sexual favors; or
- Making sexually colored remarks; or
- Showing pornography; or
- Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.
- Any act falling under the purview of following cases will be considered as an incident of sexual harassment in averting instances of sexual harassment by motivating students to attend the programmes organized by the Women's Cell of the college on gender discrimination, and sexual harassment.

Why is it important?

Any student/staff member can be a potential victim and hence it's important for everyone to understand how to recognize and deal with sexual harassment.

Potential consequence for a student seen as a harasser – disciplinary action could be in the form of warning, written apology, debarring entry into a hostel/ campus, suspension for a specific period of time, debarring from holding posts such as member of committees or even expulsion.

Potential consequence for a staff member seen as a harasser – disciplinary action could be in the form of warning, written apology, stoppage of increment, withholding of promotion, debarring entry into campus, suspension for a specific period of time, debarring from holding posts such as member of committees or even dismissal.

The Anti-Sexual Harassment Committee will operate on the following guidelines: -

- a) The person against whom the allegation of Sexual Harassment has been made by the Aggrieved Woman Complaints Committee shall meet as and when any instance of violation of the policy is referred to the committee and, in any case, at least once in a year.
- b) The Anti-Sexual Harassment Committee shall prepare the annual report and submit the report pertaining to number of cases filed and their disposal under the act to the Board.
- c) The Presiding Officer and the members of the Anti-Sexual Harassment Committee will hold the position up to five years from the date of their nomination.

Inquiry Report

On the completion of such inquiry, the committee shall provide the report of its findings to the management of Arts, Science and Commerce College, Shendi within a period of 10 days from the date of completion of enquiry and such report be made available to the concerned parties. The management of Arts, Science and Commerce College shall act upon the recommendation within 20 days of its receipt. If Anti-Sexual Harassment Committee arrives at the conclusion that there is no case for Sexual Harassment, then the committee shall notify the same to the management.

Penalties to Respondent:-

If the sexual harassment complaint is proved prima-facie right to the Committee based on the material and/or witness verified by them, then the Committee will recommend to the Management to the Respondent in terms of Warning in writing immediate suspension from the services immediate termination. May immediately refer the case based on the gravity and merits of the case to the local police/judiciary.

Punishment for False Complaint:-

Where the Anti-Sexual Harassment Committee arrives at a conclusion during or after the inquiry that the allegation against the Respondent is either malicious or false, appropriate punitive action may be taken by the Management as per service rules applicable on recommendations of the committee.

Confidentiality: -

Notwithstanding anything contained in the Right to Information Act, 2005, contents of the complaint, the identity and addresses of the Aggrieved Woman, Respondent and witnesses, any information relating to conciliation and inquiry proceedings, recommendations of the Anti-Sexual Harassment Committee and the action taken by Arts and Commerce College, Shendi shall not be published, communicated or made known to the public, press and proceedings media in any manner.

The Management Assurance: -

- a) Express prohibition of sexual harassment will be notified and circulated.

b) Prohibition of sexual harassment is included in the Service and Conduct rules of the college.

Procedure for Approaching Cell

The Cell deals with issues relating to sexual harassment in the college campus. It is applicable to all students, staff and faculty. A complaint of discrimination or sexual harassment may be lodged by the victim or a third party. A written complaint may be addressed to the Convener of the Committee. If the complaint is made to the Principal, or any of the Committee members, they may forward it to the Convener of the Committee against Sexual Harassment.

What to do if you feel you are being sexually harassed?

- Know your rights – Sexual harassment is illegal.
- Speak up – try telling the person to stop. State clearly and firmly that you want a particular behavior to cease.
- Get information and support – If you feel you cannot speak up, ask your friends to help you and bring it to the notice of the College authorities without further loss of time.
- Keep records that might be useful for pursuing the case.

What not to do

- Do not blame yourself. Sexual harassment is not something one brings on oneself. It is not a consequence of certain ways of dressing or acting. It is a violation of an individual's right to work and live with dignity.
- Do not ignore it. Ignoring sexual harassment does not make it go away. The harasser may misinterpret a lack of response as approval of the behavior.
- Do not delay. Delay in action increases the probability that unwanted behavior will continue or escalate.
- Do not hesitate to ask for help. Speaking up May also prevent others from being harmed.

Steps you can take

- Inform Class Teacher, HoD or Members of Women Cell or Anti Sexual Harassment Cell.
- Approach the Grievance Redressal Cell for Women and file a written complaint.

Sexual Harassment at Work place Rules and Regulation ACT	<u>../POSH WOMEN HARASSMENT CELL.pdf</u>
The sexual harassment of women at workplace (prevention, prohibition and redressal) act, 2013	<u>../POSH-ACT WOMEN HARASMENT CELL GR.pdf</u>




PRINCIPAL
Janseva Foundation Loni Bk's
Art's And Commerce College,
Shendi(Bhandardara)-422604
Tal. Akole, Dist. Ahmednagar,