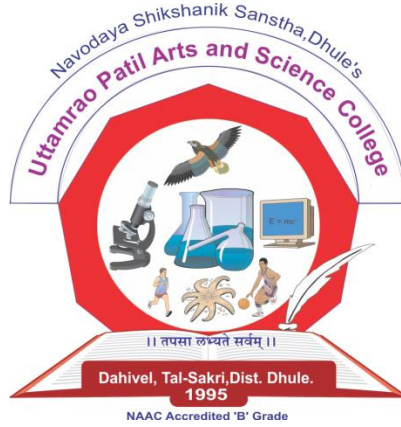


Prevention Against Sexual Harassment

Navoday Shaikshanik Sanstha Dhule's

Uttamrao Patil Arts and Science College

Dahivel, Tal- Sakri, Dist- Dhule (M. S.) 424304



A Policy Document

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Preface

The Internal Complaints Committee against Sexual Harassment in [Uttamrao Patil Arts and Science College, Dahiwel](#), is constituted according to ‘The Sexual Harassment at Workplace (Prevention, Prohibition and Redressal) Act, 2013’. Along with this Act, the ICC seeks to adhere to the spirit of Vishakha guidelines preceding this legislation to address the issue of sexual harassment at workplace for ensuring gender equality. The ICC aims to look into the complaints of sexual harassment in the establishment and also to generate awareness about the issue. The Act has outlined the constitution of the committees, the process to be followed for making a complaint and conducting an inquiry into the complaint in a time-bound manner.

What is Sexual Harassment?

According to the Supreme Court order, sexual harassment is any unwelcome words or actions of a sexual nature as:

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

1. Physical contact and advances; or
2. A demand or request for sexual favors; or
3. Making sexual remarks; or
4. Showing pornography; or
5. Any unwelcome physical, verbal or non-verbal conduct of sexual nature or

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;

1. Implied or explicit promise of preferential treatment in her employment; or

2. Implied or explicit threat of detrimental treatment in her employment; or
3. Implied or explicit threat about her present or future employment status; or
4. Interference with her work or creating and intimidating or offensive or hostile work environment for her; or
5. Humiliating treatment likely to affect her health or safety.

Anti-sexual harassment policy

Purpose

The purpose of this policy is to specify the guidelines for reporting acts of Sexual Harassment at [Uttamrao Patil Arts and Science College, Dahiwel](#) and to provide the procedure for the resolution and redressal of complaints of Sexual Harassment in line with The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

[Uttamrao Patil Arts and Science College, Dahiwel](#) is committed to creating a healthy, conducive working environment that enables the students and employees (Teaching and Non-teaching) to carry out their work without any fear of gender bias, prejudice and sexual harassment. The institute is also committed to foster an environment of mutual respect and dignity of all its students and employees. Keeping this in view, all the employees/students must be sensitive to acts of conduct which may be considered offensive by fellow personnel and must refrain from engaging in such conduct. The institute will not, under any circumstances, condone or tolerate any such acts that may constitute to sexual harassment in the institute.

[Uttamrao Patil Arts and Science College, Dahiwel](#) abides by the “Vishakha Guidelines” and “The Sexual Harassment of Women” at Workplace (Prevention, Prohibition and Redressal) Act, 2013” ensuring protection against sexual harassment/ gender inequality.

Scope

The policy is applicable to all the employees/ students, or any other party. This policy will be applicable within or outside institute premises, on study tour, field visit, etc.

Objectives of the Committee-

The Internal Complaints Committee is an educational resource and a complaint redressal mechanism for the faculty, staff and students of the college. Its mandates are:

- To provide a neutral, confidential and supportive environment for members of the campus community who may have been sexually harassed
- To advice complainants of means of resolution as specified by the legislation
- To ensure fair and timely resolution of sexual harassment complaints
- To provide counseling and support services on campus
- To ensure that students, faculty and staff are provided with current and comprehensive materials on sexual harassment
- To promote awareness about sexual harassment through educational initiatives that encourages and fosters a respectful and safe campus environment

The committee seeks to inform the campus community of their right to a respectful work and learning environment. It believes that if we practice respect, exercise empathy in our interactions with others so that we do not hurt anyone through what we say or do, then we can create a campus that is free of sexual harassment.

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:** through production, distribution and circulation of materials, posters and handouts etc.
- **Awareness 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 are a sensitive issue. Counseling provides a safe space to speak about the incident and how it has affected the aggrieved woman.

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.

Aggrieved party

Means the person who alleges to have been subjected to any acts of sexual harassment by the respondent.

Respondent

Means the person against whom the aggrieved woman has made a complaint.

Internal Complaints committee (ICC)

In accordance with **“The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013”** and as per the notification of Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon.

Roles and Responsibilities

Student including Employees It is the responsibility of the student/ employees to:

- Refrain from committing any which may amount to sexual harassment at the institute
- Report incidents of sexual harassment without fear or favor
- Create an environment conducive for growth and development without fear of
- Harassment Seek advice and clarifications from the ICC as and when required

All Committee Members

- Ensure that there is no hostile working environment in the institute.
- Ensure that all the staff of the section/department are aware of the purpose of the policy.
- Report any complaint or grievance received, immediately to the concerned authorities.
- Ensure that no victimization of the aggrieved party takes place at the institute where the supposed action is said to have taken place.

About Inquiry process

The [Internal Complaints Committee](#) shall make enquiry into the complaint in accordance with the provisions of the Service Rules applicable to the respondent. For the purpose of the enquiry, if the respondent is a non-teaching employee of the university, provisions of the Maharashtra Civil Services (Conduct) Rules, 1979 and provisions of the Maharashtra Civil Services (Discipline and Appeal) Rules, 1979, are applicable, and if the respondent is a teacher, provisions of the Teachers' Statutes are applicable. If the Respondent is a student, an enquiry shall be made as per provisions of Ordinance 157 as regards maintenance of discipline and good conduct by students.

Confidentiality

Given the sensitive nature of sexual harassment and its impact on the victim as well as the person against whom such allegations are leveled, [Uttamrao Patil Arts and Science College, Dahiwel](#) is committed to maintaining strict confidentiality in relation to such complaints and the resultant inquiry. The identity and address of the aggrieved person, respondent and witnesses if any, all proceedings, including the statements and other materials, recommendations of the ICC, shall be treated as strictly confidential and the members shall not divulge the details to any other employee within [Uttamrao Patil Arts and Science College, Dahiwel](#) or to any person outside the institute. The ICC should emphasize the necessity for confidentiality to other employees involved in such discussions and the consequence of possible disciplinary action in case of transgression.

Miscellaneous

The ICC shall maintain records of such cases and communicate with the Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon to which the institute is affiliated every academic year or as and when required. [Uttamrao Patil Arts and Science College, Dahiwel](#) shall

conduct necessary communications and training across the institute, with respect to this policy.

Composition of Internal Complaints Committee (ICC):

Internal Complaint Committee:

Sr.No.	Committee Member	Role	
1	Inch. Prin. Dr. S. C. Ahire	Presiding Officer	9423906382
2	Smt. Dr. V. S. Patil	Secretary	8007961160
3	Dr. S. J. Bhadane	Teacher Representative	9921627928
4	Dr. S. Y. Gawali	Teacher Representative	9405173753
5	Shri. A. S. Marathe	Non-Teaching Representative	9405191113
6	Dr. L. T. Borse	External Member	9421618275
7	Ku. Thakare Komal Rajendra	Student Representative	9309480988

Address:

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