

## **ANTI SEXUAL HARASSMENT POLICY**

The objective of this Policy is to provide protection against sexual harassment and for prevention and redressal of complaints of sexual harassment and matters connected therewith and incidental thereto. The Policy also endeavors to set expectations regarding workplace behaviour and provide with a framework for reporting concerns.

### **1. SEXUAL HARASSMENT:**

Sexual Harassment means an unwanted conduct with sexual undertones if it occurs or which is persistent and which demeans, humiliates or creates a hostile and intimidating environment or is calculated to induce submission by actual or threatened adverse consequences and includes any one or more or all of the following unwelcome acts or behavior (whether directly or by implication), namely:

- a. Demand or request of sexual favours;
- b. Making sexually coloured remarks;
- c. Physical Contact & advances;
- d. Showing pornography;
- e. Any unwelcome physical, verbal or non verbal conduct of sexual nature;

The following circumstances, among other circumstances, if it occurs or is present in relation to or connected with any act or behaviour of sexual harassment may amount to sexual harassment:

- a. Implied or explicit promise of preferential treatment in her employment; or
- b. Implied or explicit threat of detrimental treatment in her employment; or
- c. Implied or explicit threat about her present or future employment status; or
- d. Interference with her work or creating an intimidating or offensive or hostile work environment for her; or
- e. Humiliating treatment likely to affect her health, safety, dignity or physical integrity of the person concerned.

### **2. INTERNAL COMMITTEE AGAINST SEXUAL HARASSMENT (ICCASH)**

i) The ICCASH shall comprise of the following members:

- a) Presiding Officer, who shall be a woman faculty member at senior level of the university;
- b) Two faculty members and two non-teaching employees preferably committed to the cause of women or who have had experience in social work or have legal knowledge, nominated by the Vice Chancellor;

- c) One (1) member from any non-government organization or associations committed to the cause of women, or a person familiar with issues relating to sexual harassment; and
  - d) Three students, if matter involves students, who shall be enrolled at undergraduate, master's and research scholar level respectively.
- ii. At least one-half of the total members of the ICCASH shall be women. Further, the ICCASH shall in each academic session shall hold at least two meetings to review the efficacy and implementation of this policy.

### **3. REDRESSAL MECHANISM:**

- a. An Aggrieved Woman may make in writing, a Complaint of Sexual Harassment to the ICCASH, within a period of three (3) months from the date of the incident and in case of series of incident, within a period of three (3) months from the date of last incident.
- b. Where the committee is satisfied that the circumstances were such which prevented the Aggrieved Woman from filing a complaint within the said period of three months, the ICCASH may extend the time limit beyond 3 months, by recording the reasons in writing.
- c. The ICCASH may, before initiating an inquiry, at the request of the Aggrieved Woman take steps to settle the matter. Where a settlement has been arrived at, no further inquiry shall be conducted by the ICCASH.
- d. The conduct of enquiry shall be in accordance with the University Grants Commission (Prevention, prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015 as in force from time to time.
- e. Where the committee arrives at a conclusion that the allegations against the Respondent have been proved, it shall recommend to the Vice Chancellor of the university to take action for sexual harassment as an act of misconduct in accordance with the rules/regulations of the university.
- f. In case of a student accused of act of sexual harassment, the university may:
  - i. withhold privileges of a student such as access to library, auditoria, halls of residence, transportation, scholarships, allowances and identity card;
  - ii. suspend or restrict entry into the campus for a specific period;
  - iii. expel and strike off name from rolls of the university including denial of readmission, if the offence so warrants;
  - iv. award reformative punishments like counselling or performance of community services; and
  - v. take such other disciplinary action as decided by the Committee.

#### **4. APPEAL:**

Any person aggrieved from the recommendations made by the committee or non-implementation of such recommendations may prefer an appeal to the appellate authority, i.e. the Vice Chancellor of the University within the period of thirty days of the receipt of the inquiry report/recommendations of the Committee.

#### **5. MALICIOUS OR FALSE COMPLAINTS:**

If a complaint is found to be malicious or false in order to prejudice that person or otherwise, the Complainant may also be subject to disciplinary action or otherwise as decided by the Committee.

#### **6. PREVENTIVE MEASURES:**

- a) Information of the members of the Internal Complaints Committee against Sexual Harassment (ICCASH) has been put on the University website.
- b) Strict vigilance in vulnerable areas of the university and intensive patrolling within the university campus.
- c) The Security officers and patrolling staff shall bring immediately to the notice of the ICCASH any incident or complaint of sexual harassment.
- d) Academic Staff College will organise sensitization workshops/sessions on sexual harassment on regular basis.

#### **7. INTERPRETATION:**

Any question relating to the interpretation or likewise related to any provision of this policy shall be decided by the Chancellor of the university. Notwithstanding anything stated in this policy for any unforeseen issues, or in event of dispute in interpretation of any provision of this policy and in respect of all the matters, whether expressly provided herein or not, the Chancellor of the university may take such measures as may be necessary for removal of difficulties. The decision of the Chancellor shall be final and binding on all concerned.

Sd/-

(Registrar)