

Constitution of Internal Committee (Sexual Harassment- of Women at- Workplace) for the session 2021-2022.

An Internal Committee constituted by GDC, Sugh Bhatoli to assist in case of need regarding Sexual Harassment- of Women at Workplace as :

Prof. Shikha Rana (Chairperson)
 Prof. Bhavna Kumari (Member)
 Prof. Jagan Singh (Member)

Students are free to report their grievances to any of the committee members.

M. L. Sharma

Principal
 Govt. Degree College
 Sugh-Bhatoli Teh. Indora
 Kangra (H.P.) 176022

Women Grievance Redressal Cell was established under the Act- No. 20 of 1990 of Govt. of India. Women's grievance redressal cell is meant to safe guard and promote well being of all women employees of the organisation. It takes care of all complaints on sexual harassment of women at workplace and action taken for redressal of complaints. The cell is responsible for looking into any complaints filed by students and staff about women grievance at college.

1. Objectives of the Women's Grievance Redressal Cell

- i> The cell will deal with the cases/complaints of sexual harassment and any other type of harassment of the female students, teaching and non-teaching women staff of the college.
- ii> The cell shall process all the individual complaints and take immediate suitable action.
- iii> The cell will provide assistance to the faculty/colleges for taking preventive steps in the matter of gender discrimination and sexual harassment.
- iv> The Principal will be the Chairman of the cell and may appoint members of the cell.
- v> The cell may form / review the guidelines/policy for redressal of the grievance as required from time to time, which may be in accordance with those issued by Supreme Court and Government Agencies.

2. Grievance Procedure.

- i> Any women employee or female student will have the right to lodge a complaint concerning sexual harassment against a male student or the employee of the Institute by writing a letter or putting the complaint in the Principal's office.
- ii> The complaint will be afforded full confidentiality at this stage.
- iii> After receiving the complaint, the chairman shall convene the meeting of the cell.
- iv> The chairman will appoint investigation committee.
- v> The investigation committee shall then decide the course of action to proceed.
- vi> The complaint will stand dropped if in accordance to the committee the complainant has not been able to disclose prima-facie an offence of sexual harassment by complainee.
- vii> In case the investigation committee decides to proceed with the complaint, the wishes of the complainer shall be ascertained and if the complainee wishes that a warning will suffice then alleged offenders shall be called to the meeting of the committee, heard and if satisfied that a warning is just and proper, he will be warned about his behaviour and non-occurrence of it. In case the complainee requests that the complaint should be proceeded with beyond mere a warning, the same may be proceeded with in the manner prescribed hereafter.

3. Procedure for Investigation

- i> If the complainee wishes to proceed beyond a mere warning to the accused, the accused shall be given in writing by the investigation committee an opportunity to explain within one week why he should not be, for good and sufficient reasons, be punished for the act of sexual harassment on his part.
- ii> If the written explanation of the accused is not found to be satisfactory or if he does not provide any written explanation, the investigation committee will decide whether the offence deserves a minor penalty or a major penalty.
- iii> In the event that the investigation committee deciding that the accused be imposed a minor penalty, the said penalty will be recommended by the investigation committee to the chairman of the cell for decision.
- iv> If the investigation committee comes to a conclusion that the accused in case if his guilt proved, should be imposed a major penalty, it shall make a recommendation of action. If the accused is an employee, he may be placed under suspension under the provisions of act.
- v> If a person is charged with physical molestation or rape on college/society's premises, he shall be immediately placed under suspension pending the completion of the investigation and enquiry. Appropriate actions can be initiated as per the laws of Indian Penal Code.

4. Punishment- for Sexual Harassment-

- i> Any member of the institute fraternity (student/employee/outsider related to institute) found guilty of sexual harassment- shall be liable to be punished this shall be subject- to the same penalties for major or minor misconduct as prescribed under government-/university rules.
- ii> A student guilty of sexual harassment shall be liable for any of the following penalties:
 - a> Warning or reprimand.
 - b> Suspension from university/college for a period of one month
 - c> Debarment- from appearing for the examination for a period up to three years.
 - d> Rustication from the university as the case may be.
 - e> Any other punishment- as defined by the government-/university act.

5. Protection against- Victimization

The committee noted and approved the policy on Protection against- Victimization of the Women's Grievance Redressal Cell as following.

- a> In the event- of the complainant being a student- and the accused being a teacher, during the pendency of the investigation and inquiry and even after such an inquiry if the teacher is found to be guilty, the accused will not act- as an examiner for any examination for which the student- appears.

b) In the event- the complainee and the accused both being employees, during the pendency of the investigation and enquiry even after such an enquiry if the accused is found to be guilty, the accused shall not write the conditional reports of the complainee, if it is otherwise so authorized.

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