



गुरुवार, दिनांक २१ जून, २०१२
अधिसूचना

क्र.७७/२०१२

दिनांक २१/६/२०१२

विषय : स्त्रियांना सन्मानपूर्वक वागणूक देण्याकरिताचे Code of Conduct

सर्व सामान्यांचे माहिती करिता अधिसूचित करण्यात येते की, विद्यापीठ अनुदान आयोगाने सुचविल्याप्रमाणे तसेच मा.कुलगुरुंनी गठीत केलेल्या समितीने स्त्रियांना सन्मानपूर्वक वागणूक देण्याच्या दृष्टीने तसेच लैंगिक मनःस्ताप टाळण्याच्या दृष्टीने गठीत केलेल्या समितीने तयार केलेले Code of Conduct विद्यापीठाचे शैक्षणिक विभाग/प्रशासकीय विभाग व संलग्नीत महाविद्यालये ह्यांचे माहितीस्तव प्रसिध्द करण्यात येत आहे.

GRIEVANCE REDRESSAL CELL FOR SEXUAL HARASSMENT

PREAMBLE:

At work-place where women and men are considered equal by authorities, colleagues, juniors, students and employees which contributes to healthy environment, the output of the work is satisfactory, and the institution gets support to reach the desired objectives. In a longer way it influences the Socio economic status of the Nation positively. In an effort to promote the well-being and to maintain dignity of all women at workplace and to prevent sexual harassment of women at workplace which is a criminal offense and violation of human rights standards, the following code of conduct has been prescribed.

CLAUSE 1

1.1 "Educational Institutions" means the Sant Gadge Baba Amravati University, Amravati and the affiliated Colleges.

1.2 "Sexual Harassment" means

(a) Commission of any verbal, physical or other conduct including comment, gesture or conduct of sexual nature, individually or collectively by men against women and includes

- (i) eve-teasing
- (ii) unwelcome remarks
- (iii) jokes causing or likely to cause awkwardness or embarrassment
- (iv) innuendos and taunt
- (v) gender based insults or sexist remarks
- (vi) unwelcome sexual overtone in any manner such as over telephone and the like
- (vii) touching, or brushing against the body and the like
- (viii) displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings
- (ix) forcible physical touch or molestation
- (x) physical confinement against one's will and other acts in tentative to violate one's privacy without authority.

(b) denial of equal opportunity in pursuit of education/career development or

(c) otherwise making the study/work environment hostile or intimidating for students/employees.

1.3 "Head of the Institution" means, the Head of the Educational Institutions whether known as Vice-Chancellor/Principal of Colleges.

1.4 "Management" means

- (i) in relation to University-Management Council
- (ii) in relation to affiliated colleges-Trustees or Managing or governing body as defined in section 2(20) of Maharashtra University Act, 1994.

- 1.5 "Sexual Harassment of Students" means the use of authority by any person incharge of the Management or any person employed by it to exploit the sexuality or sexual identity of a student to harass in a manner which prevents or impairs that student's full employment of educational benefits, climate or opportunities. It includes faculty/non-faculty behavior that covertly or overtly uses the power inherent in the status of a Professor/Reader/Lecturer/non-teaching staff, etc to affect negative a student's educational experience or career opportunities on the basis of sexual identity and or to threaten, coerce or intimidate a student to accept sexual advances or risk reprisal in terms of a grade, a recommendation, a professional growth opportunity or job.
- 1.6 "Sexual Harassment of Employee" means use of an authority by any person incharge of the management or any person employed by it to exploit the sexuality or sexual identity of an employee to harass in a manner which prevents or impairs the employees' full utilisation of employment benefits, climate or opportunities. It includes employer/fellow staff/non-teaching staff behavior that covertly or overtly uses the power inherent in the status of Employer/Head of the Institutions/Management to affect negatively an employee's work experience or career opportunities on the basis of sexual identity and or to threaten, coerce or intimidate an employee(Teaching Staff/Non-teaching Staff) to accept sexual advances or making employment decision affecting the individual or create an intimidating, hostile or offensive working environment.
- 1.7 Women Professor means a lady teacher working in the University Department and affiliated colleges.

CLAUSE II :

PROHIBITION OF SEXUAL HARASSMENT

There shall be no harassment of women members whether student or employee within the educational institutions or in any place away from such institutions, if such place has a relevance or any bearing on the relationship as employer/employee/student/persons incharge of Management of the Educational Institutions.

CLAUSE III :

PREVENTIVE MEASURES FOR SEXUAL HARASSMENT

- 3.1 The Head of the Institution shall, having regard to the location, environment and the like, of the educational institution concerned, take every step within his/her means to initiate action to identify spots or places and spheres of activity which are prone to harassment whether between students or between students and employees(teaching and non-teaching staff) of the education institutions or between employees themselves or between persons incharge of management and employee and shall make adequate arrangements with the view to prevent sexual harassment.
- 3.2 **Constitution of the Grievance Committee :**
- (a) The Head of the Institution shall, for the purpose of implementing the code; constitute a Grievance Committee which shall consist of
- (i) Chairperson of the Committee shall be Women Professor in the Education Institution.
 - (ii) One female teacher
 - (iii) One male teacher

- (iv) One male non-teaching employee
- (v) One female non-teaching employee
- (vi) One representative of N.G.O. actively engaged in the welfare of women
- (vii) One male student
- (viii) One female student
- (ix) One lady lawyer
- (x) One representative of Management

Provided that, in the Institutions/Colleges, where woman professor as per clause (a)(i) is not available, a senior male member from the category(ii) and (iii) of the committee may be nominated as Chairperson of the Committee.

- (b)
 - (i) Chairperson shall be nominated by the head of the institution.
 - (ii) Members in the category (ii) to (ix) shall be nominated by the Head of the institution in consultation with the Chairperson.
 - (iii) Representative of the Management shall be nominated by the Management.
 - (iv) the student (both male & female) members shall not participate in the meetings of the Grievance Committee at the time of consideration of the complaint of sexual harassment of teaching or non-teaching employee.
- (c) The term of office for the members shall be two years and the members are eligible for re-nomination.
- (d) Any casual vacancy in the Committee should be filled up by the Head of the Institution in consultation with the Chairperson of the Committee.

3.3 Conducting Enquiry by the Grievance Committee :

- (a) Any person aggrieved by any contravention of this code, a complaint before the Grievance Committee at the earliest, from the occurrence of the alleged contravention.
- (b)
 - (i) Complaint should be in writing and shall contain all the material and relevant details and the complaint shall be addressed to the Chairperson of the Committee.
 - (iii) Under these circumstances upon receipt of any such complaint the chairperson of the committee shall retain original complaint with herself and send gist of the complaint containing all material and relevant details other than the name of the complainant and other details which might disclose the identity of the complainant to the person concerned against whom the complaint is made.
- (c) The Committee upon receipt of any such complaint, shall make every endeavor to cause an enquiry to be made discreetly.
- (d) Where the Grievance Committee is satisfied that the complaint is justified-
 - (i) in the case of the person complained against is a member of the body of management, the Grievance Committee shall report the matter to that body of Management of which he is a member.
 - (ii) in the case of the person complained against, happens to be a an employee of the university/college, it shall report the matter to the Vice-Chancellor/Principal who shall institute disciplinary action under the relevant service rules and

(iii) in case of the person complained against happens to be a student, it shall submit the report to the Head of the Institution recommending the penalty to be imposed.

Provided that in case of failing under clause(d-ii) the Head of Institution may, independent of the disciplinary action instituted, direct that the person complained against is relieved of his duties in whole or in part and assign him with such other duties as may the Head of the Institution deem fit.

(e) The Head of the Institution, upon receipt of a Report from the Grievance Committee in respect of contravention by a person, shall after giving an opportunity of being heard to the person complained against, shall submit the case with his/her recommendations to the Management for confirmation and imposition of the penalty recommended by the Grievance Committee.

(f) The Management upon receipt of the case from the Head of the Institution may confirm with or without modification the penalty recommended.

(g) The penalty to be imposed under this code shall be any one or more of the following,
* Warning in writing

* Transfer to other Section/Department

* Increment/Promotions to be stopped/withheld

* Demote the person depending on the nature and gravity of the sexual harassment

* Suspension for a specified period

* Expulsion or rustication from the college/University for a specified period

* Lodging a complaint with policy for any act amounting to an offense under the law

CLAUSE IV :

THIRD PARTY HARASSMENT

Where sexual harassment occurs as a result of an act or omission by any third party or outsider, the employer and committee will take all steps necessary and reasonable to assist the affected person in terms of support and preventive action.

CLAUSE V :

SAVINGS

These guidelines will not prejudice any right available under the Protection of Human Rights Act, 1993.

Sd/-
(Dineshkumar Joshi)
Registrar

Sant Gadge Baba Amravati University
