



# **JSS COLLEGE FOR WOMEN(Autonomous)**

## **Saraswathipuram**

### **Mysuru-570009**

In pursuance of guidelines issued by Supreme Court, UGC and as per the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013, Sexual Harassment Prevention Cell (Internal Complaints Committee) is reconstituted to provide for the effective enforcement of the basic human rights of gender equality and guarantee against sexual harassment and abuse, and to provide conducive atmosphere in the campus, to all the staff members, employees and students of the college.

### **The objectives of the Committee**

- To prevent sexual harassment by promoting gender amity among staff, students and other employees.
- To deal with cases of sexual harassment in a time bound manner, aiming at ensuring support services to the victimized, prevention and termination of the harassment.
- Recommend appropriate redressal and punitive action against the guilty to the Management.

### **Definition of Sexual Harassment**

Behaviors that may constitute harassment are:

- Verbal or Physical threats.
  - Insulting, Abusive, Embarrassing or Patronizing behavior or Comments.
  - Offensive gestures, Language, Rumors, Gossip or Jokes.
  - Humiliating, Intimidating, Demeaning and/or Persistent criticism, Open hostility.
  - Suggestive comments or Body language.
  - Isolation or Exclusion from normal work or study place.
  - Publishing, Circulating or displaying pornographic, Racist, Sexually suggestive or otherwise offensive pictures or other materials.
  - Unwanted physical contact, ranging from an invasion of space to a serious assault.
- The above list is not intended to be exhaustive.

***The following is also sexual harassment and is covered by the committee:***

- Eve-teasing.
- Unsavory remarks.
- Jokes causing or likely to cause awkwardness or embarrassment.
- Innuendos and taunts.
- Gender based insults or sexist remarks.
- Unwelcome sexual overtone in any manner such as over telephone (obnoxious telephone calls) and the like.
- Touching or brushing against any part of the body and the like.
- Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings.
- Forcible physical touch or molestation.
- Physical confinement against one's will and any other act likely to violate one's privacy.

The Committee consists of the following Members for the Academic Year 2016-17

Sexual

***Procedure for Approaching the Committee***

A complaint of sexual harassment may be lodged by the victim, in writing, addressed to the Coordinator or any member of the Committee.

***Procedure to be followed by the Committee***

- The Committee shall meet as and when any complaint is received by it.
- Complaint may be received by any member of the committee.
- The Committee may direct the complainant to prepare and submit a detailed statement of incidents if the written complaint lacks exactness and required particulars, within a period of five (5) days from such direction or such other time period that the Committee may decide.
- The Committee shall direct the accused student/employee(s) to prepare and submit a written response to the complaint / allegations within a period of five (5) days from such direction or such other time period as the Committee may decide.
- Each party shall be provided with a copy of the written statement(s) submitted by the other.
- The Committee shall conduct the proceedings in accordance with the principles of natural justice. It shall allow both parties reasonable opportunity of presenting their case.

However, should the accused choose not to participate in the proceedings, the Committee shall continue ex parte.

- The Committee shall allow both parties to produce relevant documents and witnesses to support their case. Documents produced by either party shall be affixed with that party's signature to certify the document as original / true copy.
- The party against whom the document / witness is produced shall be entitled to challenge / cross-examine the same.
- The Committee shall sit on a day-to-day basis to record and consider the evidence produced by both parties.
- As far as practicable, all proceedings of the Committee shall take place in the presence of both parties.

***Minutes of all proceedings of the Committee shall be prepared and duly signed by the members of the Committee***

- The Committee shall make all Endeavour to complete its proceedings within a period of fifteen (15) days from the date of receipt of complaint.
- The Committee shall record its findings in writing supported with reasons and shall forward the same with its recommendations, to the Principal/Management, within a period of seven (7) days from completion of the proceedings before it. In case the Committee finds that the facts disclose the commission of a criminal offence by the accused person, this shall be specifically mentioned in the Committee's report.
- If, in the course of the proceedings before it, the Committee is satisfied that a prima facie case of sexual harassment is made out against the accused employee(s)/student and that there is any chance of the recurrence of any such action, or that it is required to do so in the interests of justice, it may, on the request of the complainant or otherwise, disciplinary action could be initiated in the form of:
  - Warning
  - Written apology
  - Bond of good behavior

**Adverse remarks in the confidential report**

- Debarring from supervisory duties
- Denial of membership of statutory bodies
- Denial of re - admission
- Stopping of increments / promotion/denying admission ticket
- Reverting, demotion
- Suspension
- Dismissal
- [https://www.ugc.ac.in/pdfnews/3284424\\_Handbook.pdf](https://www.ugc.ac.in/pdfnews/3284424_Handbook.pdf)