

## **SEXUAL HARASSMENT COMMITTEE**

Sr. No.	Members	Name	Designation	Contact No.
1	Member- 1	Mrs. Upasana Vashishtha	Principal	981638889
2	Member -2	Mrs. Sandhya Thapa	Vice- Principal	7807102857
3	Member-3	Mrs. Renu Bhatia	PGT Counsellor	9816333255
4	Member-4	Mrs. Shalini	TGT	9805317446
5	Member-5	Miss Arti	TGT	8219764348

### **OBJECTIVES OF THE COMMITTEES ARE:-**

- 1 Prevent discrimination and sexual harassment against women employees and girls students by promoting gender equity among them.
- 2 Make recommendations to the chairperson for changes/elaboration in the rules for students and employees to make them gender just and to lay down procedure for the prohibition resolution, settlement and prosecution of act of discrimination and sexual harassment against women, by the students and employees.
- 3 Deal with cases of discrimination sexual harassment against women, in a time bound manner aiming at ensuring sport services to the victimized and termination of the harassment.
- 4 Recommend appropriate action against the guilty party to the chair person.

#### **Procedure of file filling complaints:-**

Complaint may be oral, by email or in writing. if the complaint is oral it will be converted into a return form form by the sexual harassment committee member who received the complaint and authenticated by the complaint under his/her signature as soon as possible.

#### **Procedure for filing a complaint/grievance without revealing identity:-**

If the complainant does not like to reveal her name for any grievances, she can drop the grievances in the Drop box placed outside the counselling room here, it should be noted that according to the supreme co-guidelines sexual harassment can be defined as unwelcome sexually determine behaviour as by the parliament in this regard,

- (i) Physical contact and advances.
- (ii) Demand or request for sexual favours.
- (iii) Sexually coloured remarks .
- (iv) Showing pornography.

**Following will also be treated as sexual harassment and are covered by the committee:-**

- (i) Eve teasing.
- (ii) Unsavoury remarks
- (iii) jokes causing or likely to cause awkwardness or embarrassment.
- (iv) Taunts.
- (v) Touching and brushing against any part of the body and like.
- (vi) Forcible physical touch or molestation.

### **DECISION AND ACTION**

Once the investigation is completed, a determination will be made regarding the validity of the harassment allegation. If it is determined that harassment has occurred; prompt, remedial action will be taken. The committee member will share the investigation details and findings there of with the appropriate functional head and agree on the applicable disciplinary action. This may include some of the following :-

**1 The case of academic/administrative/nonteaching staff/Management, disciplinary action could be in the form of one or more of the following**

- (a) Warning.
- (b) Hand written apology.
- (c) Adverse remark in the confidential report.
- (d) Debarring from supervisory duties.
- (e) Denial of re-employment.
- (f) Stopping of increment/promotion.
- (g) Reverting, demotion.
- (h) Transfer if applicable.
- (g) Dismissal.
- (i) Any other relevant mechanism.

**2 Case of students disciplinary actions should be in the form of:-**

- (a) warning
- (b) Hand written apology.
- (c) With holding result.
- (d) Debarring from exams.
- (e) Debarring from holding post.
- (f) Expulsion.