

### **5.1.3 Support**

#### **Guidelines for Sexual Harassment Committee by Shivaji University Kolhapur**

Letter -243/2001

**Shivaji University, Kolhapur**

19-9-2001

Attachment

Ho. Principal/Director,

All Affiliated Colleges and Accredited Education

**Subject -Special Regulations on Prevention of Harassment, approved by  
Shivaji University Kolhapur, Educational Authority Board**

We are sending the rules regarding the prevention of sexual harassment based on the judgments given by the Supreme Court. Please reach out. This conclusion , You are also requested to be vigilant about whether or not all the below rules are strictly followed in your college.

**Your faithful,**

Director College and University Development Board

**Inquiries** – For further information and necessary proceedings,

- please address to all Heads of Departments, Kegaon, Solapur,
- Post Graduate Education Centre, Solapur (to constitute a committee as per rules) of
- all Heads of Departments, Shivaji University Kolhapur

## **Prevention of Sexual Harassment of Women**

**Background** – In Indian society, the role of women has always been considered as inferior. Since the birth of a girl, her place is determined in the social, political, cultural as well as economic process in which she grows up. Are Basically, if we want to give equal place to women in the society, the following ideas about her should be changed.

1. The main work of a woman is to give birth to children, to raise them and to do housework.
2. A woman should remain silent about the injustice done to her, only then the honor of the family and relatives will be safe.
3. A woman should do productive labour, i.e. work only if she is unwilling etc.

If we look at the social affairs till today, it is seen that these virtues are not only in the head of the man but also in the head of the woman. Changing this has become the need of the hour. Especially all the persons and entities working in the field of education should take a huge responsibility, because only they will be able to bring about changes in the society and ideological reforms. It is necessary for these organizations to create an environment in which women, students, professors or employees in their institutions, colleges, departments or offices can work in a safe environment and without any sexual harassment. When we think about what can be done to create this awareness, it is extremely important and necessary to bring about a positive change in the basic mentality of the institution leaders, principals, students, professors, staff and parents. In it, not only women should be targeted for awareness, but also men should be enlightened on a large scale.

### **These programs should be as follows –**

1. To increase literacy about sexual harassment – For this purpose, to disseminate information about the Prevention of Sexual Harassment Act/Regulations/Committee and Members in relation to sexual harassment .
2. Guiding the female students wit' their sexual orientation by an expert doctor, forming a committee.
3. Conducting gatherings and meetings of organization leaders and administrators to deliberate on what can be done in this regard, raising awareness and sharing mutual information organizing events.
4. Some share of the increased fees in the college should be used for gender equality programs, films, film screenings, etc.

5. Parents should be made aware of the relationship between them and their children, traditional mentality, fear, oppression and ignorance. Recognizing change, creating an atmosphere of mutual trust.
- 6.

### **1. What is the term sexual harassment?**

Harassment is sexually motivated, overt or suggestive behavior that oppresses women because they are women, creates insecurity, fear and tension and has a negative or negative impact on their performance. According to the guidelines given by the Supreme Court, the previous eight will be included in the Sangik Chhal For example, behaving and making gestures or using language that is demeaning to women, e.g. Teaching/Censorship including touching the body, making rude comments, making dirty comments and jokes, sending emails, showing obscene material/pictures, staring, yelling, hitting, throwing flowers, molesting, etc. Demanding sexual relations from women in the context of participating in other activities in the family / providing written, oral demonstration experiments etc., putting direct / indirect pressure on them etc. Sexually assaulting women in a way that makes them feel shy, shy, insecure, e.g. Exposing your body parts to them sexually motivated etc. Such behavior data incident of the College/ Institution, Post Graduate Department, Offices.

### **College Level Sexual Harassment Prevention Committee-**

A Sexual Harassment Prevention Committee should be established at each college level as follows.

- At least 50 percent of the members of the committee shall be women and the chairperson of the committee shall be a woman.
- Women Representative of the Voluntary Organization – Nominated by the Principal The Principal shall appoint one of the women members of this Committee as the Chairperson. .
- The term of office of the members of the Committee for Prevention of Sexual Harassment shall be five years from the first meeting of the Committee, but if the original membership of the member, student, teacher, non-teaching staff or other member of the Committee is terminated, their membership shall also be terminated and the vacancies shall be filled as per the prescribed procedure.
- At least three meetings of the Committee shall be held in an academic year.
- The quorum for committee meetings shall be 30 percent of the total membership.

### **The powers and duties of the committee shall be as follows –**

1. To see that this circular is strictly implemented in the college/recognised institution.

2. To display information in the circular on what constitutes sexual harassment in a prominent manner in the college/institution.
3. Taking appropriate action by taking cognizance of written/written, individual or collective complaints regarding sexual harassment.
4. To undertake various activities to create awareness on prevention of sexual harassment in the college/institute, to cultivate a positive attitude.
5. To display the names of the members of the Prevention of Sexual Harassment Committee in a prominent place
6. To inform everyone about the functioning of the committee and coordinate activities for it.
7. committee members shall have the right to lodge a sexual complaint against other male persons and external third parties preferably in writing or in person as the case may be. Even a breach can be accepted. Within 15 days after the decision is made, the committee will examine the merits of the complaint in an emergency meeting and ask the person accused of sexual harassment for an explanation.
8. The committee will complete the inquiry within a maximum of two months from the date of the inquiry and submit its report to the Principal. The Principal/ Institute Manager will take action as per the recommendations made by the committee.
9. The committee will ensure that women/witnesses who are sexually marginalized are not discriminated against.
10. If the decision given by the committee is not satisfied, both the parties will have the right to approach the Legal Harassment Prevention Cell of the University, but the decision given by the cell will be binding on them.
11. No allowance or honorarium shall be paid to the members of the committee . However, the members of the committee coming from outside the university rules TA /DA. Will be eligible. If the offense of sexual harassment is committed by an outsider (third party), the Principal/Director shall file a formal complaint of sexual harassment against the offender with the appropriate police authorities and provide assistance to the woman victim of sexual harassment, if the specific offense prescribed under the Indian Penal Code or any other law. (eg rape etc.) then the Principal/Institute Manager shall file a case at the duly concerned Police Station.

**Punishment –**

1. The recommendation regarding minor or major punishment for the driver/ principal/ professor/ employee/ student of the institution will be as follows-

**Minor/ Minor Punishment** – Punishment, strict warning Suspension from the college/ institution for a period of up to two months (Professor/

**Major punishment.**

1. For executive members of the organization – Suspension of membership of the organization for a period of one year to 3 years.
2. Withholding of annual salary increments of at least one week, demotion, termination, dismissal, compulsory retirement

**For students.**

Ban (Cedarment) from the college for appearing in the examination for a period of 3 years.

**For Shivaji University Post Graduate Departments. Prevention of Sexual Harassment Code for Office Employees .**

An independent Sexual Harassment Prevention Committee will be formed to address the complaints of female students, women, professors, researchers, visiting women etc. in the division of Shivaji University, Kolhapur or Solapur.

- Two student representatives – at least one of them women – nominated by the student body
- One local lawyer/lawyer – nominated by the Vice-Chancellor
- One women representative of voluntary organizations – Hon. At least 50 percent of the members of the Anti-Sexual Harassment Committee nominated by the Vice-Chancellor shall be women, one of the women members of the committee is Hon. The Vice-Chancellor will appoint the chairperson of the committee, the tenure of the members of the committee will be 5 years, an independent sexual harassment prevention committee will be formed for women non-teaching staff in the university.

**The committee will have the following members:**

1. One of the women- Two Deputy Registrars nominated by the Vice-Chancellor
2. Two, Three and Four employees – One female representative – Legal Adviser of the University nominated by the VC.

If the concerned parties are not agreeable to the details of the sexual harassment prevention committee for female employees of the college, Vadhaya Kolhapur, they will have the right to approach the anti-sexual harassment committee of the university. The prescribed procedure will be as per the School Level Sexual Harassment Prevention Committee. However, the Vice-Chancellor will present the sexual harassment prevention cell of this committee at the university level – a sexual harassment prevention cell at the university level will be established to appeal against the decision of the sexual harassment

prevention committee for the affiliated colleges and recognized institutions as well as the postgraduate department of the university. The function of this chamber will be to formulate policies and create awareness about sexual harassment.

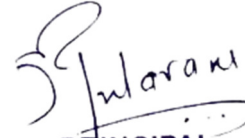
**The members of the Prevention of Sexual Harassment Cell and their rights ,work , Responsibility will be as follows:**

- A woman representative from an NGO nominated by the Hon. Vice-Chancellor One Jurist/Lawyer nominated by the Vice-Chancellor,
- The Secretary of the Social Welfare Department of the Government of Maharashtra or his representative who is not below the rank of Deputy Secretary.
- One Principal / Director – One Professor from Post Graduate Departments nominated by the Vice-Chancellor – One Professor from Affiliated Recognized Colleges / Institutions nominated by the Vice-Chancellor.
- One non-teaching staff member of the University and affiliated recognized colleges/institutes – Nominated by the Vice-Chancellor
- One member of the Examination Board – Nominated by the Vice-Chancellor 57 Powers, Functions and Procedures of Sexual Harassment Prevention Cell- At least 50 percent of the members of the Sexual Harassment Prevention Cell shall be women, and one member appointed from the Mohala members of the Hon'ble Vice-Chancellor as Chairperson of the Cell
- The term of office of the members shall be for 5 years, but they shall not be members of the chamber if their membership of the practice in which they have come as representatives is completed.
- If a seat in the chamber becomes vacant, other members will be appointed in that place as per the instructions given during the constitution of the chamber.
- It shall be mandatory to hold at least three meetings of the Chamber every year.
- The quorum for the Chamber meeting shall be 30 percent of the total membership
- It shall be the function of the chamber to ensure that the work of the Prevention of Sexual Harassment Committee is in progress in the self-graduation departments, offices and affiliated recognized institutions and colleges, taking note of all the complaints received by the chamber and giving an opportunity to both parties to give appropriate decision and its implementation. Watching will also be the work of the room. The provision of punishment in this regard shall remain the same as the provision given below by the Prevention of Sexual Harassment Committee.

- Coordinating various activities for sexual harassment awareness among faculty, staff, students in affiliated colleges/ institutes/ post graduate departments etc. Organizing workshops etc. for disseminating information about sexual harassment prevention committee and the room among the parents/institution managers/public etc. through posters, notices, etc., this will be the function of the room,
- Apart from this, other working procedures will be as per the sexual harassment prevention committee formed at the college level. However, the chamber reports to Hon. Will submit to the Vice-Chancellor,



  
Co-ordinator,  
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