

**R. H. Sapat College of Engineering, Management Studies & Research,**  
Prin. T. A. Kulkarni Vidyanagar, Nashik – 422 005

**WOMEN'S REDRESSAL CELL: 2012 – 2013**

**Members of Women's Grievance Redressal and Counseling Cell**

Sr. No.	Name of member	Status	Position	Contact No.
1	Prof. Dr. P. C. Kulkarni	Chairman	Principal	9850962732
2	Prof. P. M. Deshpande	Vice Chairman	Project Director	9822401256
3	Prof. S. G. Khadilkar	Coordinator	Staff – Electrical	9970177186
4	Prof. Meenakshi Singh	Member	Staff- Computer	7588109316
5	Prof. M. S. Deole	Member	Staff- E & TC	9881202807
6	Prof. P. A. Pethkar	Member	Staff- Science	9604468382
7	Prof. Shilpa M. Kale	Member	Staff- Civil	9423082102
8	Prof. P. R. Thorat.	Member	Staff- Mechanical	9021689072
9	Mrs. S. N. Gaikwad	Member	Staff- Office	9657504925
10	Prof. A.S. Vaidya	Member	Staff- MCA	9503666033
11	Ms. Vibhavari Kale	Student member	General Secretary	9970783914
12	Ms. Ashwini Chopde	Student member	Lady Representative	7875085608
13	Ms. Punam Bagul	Student member	Lady Representative	7387146180

**Objectives of the Women's Grievance Redressal and Counseling Cell**

- 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 institute.
- The cell shall process all the individual complaints and take suitable action thereon in the manner and mode as per the Government/ University Act.
- The cell shall be accountable to the Secretary of the Society.
- More than 70% of the members of the cell shall be women.
- The cell will provide assistance to the faculty/institute for taking preventive steps in the matter of gender discrimination and sexual harassment.
- The Principal of institute will be ex-officio chairman of the cell and he/she will appoint members of the cell.
- 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 the guidelines of government agencies.

**Definition of Sexual harassment**

- **Sexual Harassment** includes any unwelcome sexually determined behavior (whether directly or by implication) and includes physical contact and advances, a demand or request for sexual favors, sexually colored remarks, showing pornography or any other physical, verbal or non-verbal conduct of sexual nature.

**Explanation:** The sexual harassment shall include, but will not be confined to the following:

- When submission to unwelcome sexual advances, request for sexual favors an verbal or physical conduct of a sexual nature are made, either explicitly or implicitly, as a term or condition for instruction, employment, participation or evaluation of a person's engagement in any of the institute activity.

- When unwelcome sexual advances and verbal, non-verbal or physical conduct such as loaded comments, remarks or jokes, letters, phone calls or emails, SMS, MMS, gestures, showing of pornography, lurid stares, physical contact or molestation, stalking, sounds or display of a derogatory nature have the purpose or the effect of interfering with individual's performance or of creating an intimidating hostile or offensive institute environment.
- Where any form of sexual assaults is committed where a person uses body or any of it or any of the object as an extension of the body in relation to another person without the latter's consent or against that person's will, and
- When any such conduct as defined above is committed by third party or outsider in relation to a member of the community or vice versa.

### **Grievance Procedure**

- 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 complaint box which is placed in the institute office.
- The complaint box will be opened once in a week by the coordinator of the cell and the complaint is to be informed to the chairman and vice chairman of the cell.
- The complaint will be afforded full confidentiality at this stage.
- After receiving the complaint, the chairman shall convene the meeting of the cell.
- The chairman will appoint investigation committee, Coordinator will convene the meetings.
- The investigation committee shall then decide the course of action to proceed.
- The complaint will stand dropped if in accordance to the committee the complaint has not been able to disclose prima-facie an offence of sexual harassment by complainer /her representative.
- In case the investigation committee decides to proceed with the complaint, the wishes of the complainer shall be ascertained and if the complainer wishes that a warning will suffice then alleged offender 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 behavior and non-occurrence of it.
- In case the complainer requests that the complaint should be proceeded with beyond mere a warning, the same may be proceeded with in the manner prescribed hereafter.

### **Procedure for investigation**

- If the complainer wishes to proceed beyond a mere a 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.
- 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.
- 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.
- 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.

- 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.

### **Punishment for sexual harassment**

- 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.
- A student guilty of sexual harassment shall be liable for any of the following penalties:
  - Warning or reprimand.
  - Suspension from university/ college for a period of one month.
  - Debarment from appearing for the examination for a period up to three years.
  - Rustication from the university as the case may be.
  - Any other punishment as defined by the government/ university act.

### **Protection against Victimization**

- In the event of the complainer being a student and the accused being a teacher, during the pendency of the investigation and inquiry and even after such an enquiry if the teacher is found to be guilty, the accused will not act as an examiner for any examination for which the student appears.
- In the event the complainer 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 condition reports of the complainer, if it is otherwise so authorized.

### **Action Plan for the academic year 2012-13**

- Power point presentation for the Women Grievance Redressal and Counseling Cell, its role & importance in the campus. Objectives, functions, create awareness in women fraternity.
- Display mobile number & email id for the women cell to help the women to complaint to cell.
- Conduct regular meetings with the student representatives at least once in a month and keep records of the proceedings.
- Celebrate the international women's day on 8<sup>th</sup> March every year.
- Create writing contest for the girls on some relevant topic.
- Screening of documentary film on any relevant topic.
- Arrange seminars on the current awareness of eminent personalities in the institute.
- Enlighten the women students about their legal rights and strive for empowerment of the women through proactive women counseling cell.
- The cell shall coordinate in regard with the local/district/state/national level agencies.

Date : 28/08/2012

**Dr. Prafulla C. Kulkarni**  
**Principal**