





**DR. SUDHIR CHANDRA SUR INSTITUTE OF
TECHNOLOGY AND SPORTS COMPLEX**

540, Dum Dum Road, Suremath, Kolkata- 700074, West Bengal



**Policy for Anti Sexual
Harassment Cell / Zero
Tolerance Cell/ Sexual
Harassment Redressal Cell
(W.e.f 2021-22)**

Revised and Approved by BOG
Dated on 03/07/2021
Under Agenda No. 3

Ref. No: DSCSITSC/POLY/ 2021-22/20 Issue No- <u>4</u>	Compiled & Checked By:  (IOAC Coordinator)	Approved By:  (Principal)
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Coordinator, IQAC
Dr. Sudhir Chandra Sur Institute
of Technology and Sports Complex
540, Dum Dum Road, Kolkata- 700074

PRINCIPAL
Dr. Sudhir Chandra Sur Institute
of Technology & Sports Complex
540, Dum Dum Rd. Kolkata-74

Policy for Anti Sexual Harassment Cell / Zero Tolerance Cell/ Sexual Harassment Redressal Cell

✚ INTRODUCTION:

Every organization must specify its sexual harassment policies, preventative methods, and processes in accordance with the preventative of Sexual Harassment (PoSH) at Workplace Act of India.

The college has formed an Anti-Sexual Harassment Committee in accordance with UGC and Supreme Court rules to offer a safe environment for both staff and students.

Sexual harassment-related concerns are handled by the Anti-Sexual Harassment Committee. The committee was established to stop sexual assault and other crimes against female employees and students.

Considering this, a policy against sexual harassment has been developed and put into effect at the Dr. Sudhir Chandra Sur Institute of Technology and Sports Complex in Kolkata. The specifics of this policy are given below.

✚ GOAL:

The goal is to stop sexual harassment so that female students and staff can feel comfortable in the workplace.

✚ OBJECTIVE:

- To create standards and recommendations for anti-sexual harassment measures.
- To create policies and guidelines to stop sexual harassment.
- To determine the specifics of how these regulations will be implemented.
- To create a thorough action plan, both short- and long-term.
- To plan a program for gender sensitization and awareness.
- To respond promptly to cases of sexual harassment and discrimination with the goal of providing the victims with support services.

✚ SHORT TITLE AND COMMENCEMENT OF THESE GUIDELINES:

The Dr. Sudhir Chandra Sur Institute of Technology and Sports Complex (DSCSITSC), Kolkata Sexual Harassment (Redressal) Cell (for prevention of Sexual Harassment) Directions 2021 are the short title and commencement of these guidelines.

Under the National Commission for Women Act of 1990 (Act No. 20 of 1990 of the Government of India), this Cell was established at DSCSITSC in 2018.

ii) These Directions will be effective as of the date they are issued.

Breadth and criteria for implementation:

The purpose of the Sexual Harassment (Redressal) Cell is to protect and advance the health and welfare of all the organization's staff members and students. If



any complaints of sexual harassment at the institute are made by students or staff, the cell oversees investigating them and taking appropriate action to address the matter.

These guidelines will be followed in all situations, complaints, and claims involving sexual harassment:

- By a student against an employee or another student:
- By a worker against a pupil or another worker:
- By a management personnel against a pupil or staff member

The following guidelines will also be applicable to any situation involving claims of sexual harassment:

- By a third party or outsider against a student or employee;
- By an employee, student, or member of the management against a third party or outsider.

India finally passed the Sexual harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act in 2013, sixteen years after it was first proposed. In 2013, the 'Act' was passed with the intention of preventing sexual harassment of women in the workplace. The Act's provisions came into effect on December 9, 2013, as announced by the Central Government in notification SO 3606 (E). That same day, the Central Government also created the Sexual harassment of Women at Workplace (Prevention, Prohibition and Redressal) Rules, 2013 ("Rules").

✚ SEXUAL HARASSMENT: WHAT IS IT?

For the purposes of this definition, unwanted sexually determined behavior comprises the following—whether expressed explicitly or indirectly:

- Physical or verbal abuse.
- Abusive, humiliating, condescending, or hurtful actions or remarks.
- Rude language, offensive gestures, gossip, rumors, or jokes.
- Open hostility, humiliation, intimidation, denigration, and/or persistent criticism.
- Indirect remarks or nonverbal cues.
- Being cut off from one's regular workspace or educational setting.
- Publishing, distributing, or showcasing images or other materials that are racist, sexually provocative, pornographic, or otherwise objectionable.
- Unwanted physical contact, which can vary from a minor space invasion to a major attack (the list above is not meant to be exhaustive).

✚ THE COMMITTEE ALSO CONSIDERS THE FOLLOWING TO BE SEXUAL HARASSMENT:

- Eve-teasing
- Unsavory remarks.
- Jokes that make you feel uncomfortable or embarrassed.

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- Insinuations and jests.
- Feminist slurs or insults based on gender.
- Any form of inappropriate sexual overtone, including bothersome phone calls and the like.
- Caressing or rubbing any area of the body or something like.
- Projecting gory or otherwise objectionable or disparaging images, cartoons, flyers, or phrases.
- Molesting or physical abuse without consent.
- Any act likely to infringe upon one's privacy, including physical detention against one's will.

The Anti-Sexual Harassment Cell guarantees that all student and non-teaching staff complaints are handled with respect and dignity and should remain private.

Misleading Reporting: Willfully producing a fake report or giving misleading information is a reason for disciplinary action.


GRIEVANCE PROCEDURE:

- Any staff member or student may file a complaint against sexual harassment of a student or staff member at the institute by submitting a letter or bringing the complaint to the Principal's office.
- At this point, the complaint will be treated with complete confidentiality.
- The principal will designate an inquiry committee based on the cell's suggestions; the convener will call a cell meeting following receipt of the complaint. The next step is for the inquiry committee to determine how to move forward.
- According to the committee, if the complainant or their agent is unable to provide prima facie evidence of an offense or sexual harassment committed by the accused, the case will be dismissed.
- If the investigation committee chooses to move forward with the complaint, it will first attempt to determine the complainant's preferences. Should the complainant feel that a warning will suffice, the accused or alleged offender may be called to the committee meeting to be heard. If the committee determines that a warning is appropriate and just, the accused may be warned about their behavior and granted an injunction to refrain from committing the same or similar offenses against the accused.

If the complaint specifically asks to proceed with the investigation without only issuing a warning, it may be handled in the way outlined below.

INVESTIGATIVE PROCEDURE:

- Should the complainant choose to move forward beyond merely issuing a warning to the accused, the accused will be provided with a written opportunity by the investigation committee to explain, in writing, why, within a week, no action should be taken against them for valid and sufficient reasons, regarding any acts of sexual harassment on their part.


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- If the accused fails to submit a written explanation or if it is deemed insufficient, the inquiry committee retains the authority to determine whether the offense warrants a minor or major penalty.
- If the inquiry committee determines that the accused should get a lesser punishment, it will suggest that punishment to the cell convener, who will then make the final decision. If the investigative committee finds that the accused's guilt is established, it may suggest a severe punishment. If the accused is an employee, suspension may be imposed in accordance with the act or the institution's rules and regulations.
- If someone is accused of rape or physical molestation on college or society property, they will be suspended indefinitely while an investigation and inquiry are conducted. In accordance with the Indian Penal Code, appropriate measures can be started and then turned over to law enforcement authorities for further action. Depending on the seriousness of the offense, the committee may advise the college authorities to take appropriate action in accordance with established policies and procedures.

PENALTIES FOR SEXUAL HARASSMENT:

Anyone found guilty of sexual harassment who is a member of the institute fraternity, be they a student, employee, or an outsider connected to the institute, will face consequences. The same punishments for serious or minor wrongdoing as outlined in government and college rules and regulations will apply to this. If a student is found guilty of sexual harassment, they could face any of the following sanctions:

- a) A caution or rebuke.
- b) One month of academic suspension from college.
- c) Banishment from taking the test for a maximum of three years.
- d) If appropriate, rustication from the college?
- e) Another penalty as specified by the current laws and regulations of the government or college.

SEXUAL HARASSMENT PENALTIES AND PUNISHMENTS:

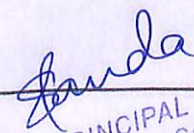
Should an employee be found guilty of sexual harassment, they could face the following sanctions:

Small Penalties:

- i. Admonition, rebuke, or censure.
- ii. Penalties iii. Refusal of raises or promotions.
- iv. Reduction to a position in a lower pay scale or to a lower pay scale advancement level.

Principal Penalties:

- i. Mandatory retirement.
- ii. Service termination iii. Discharge or dismissal from service.


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Protection against Victimization:

The Women's Grievance Redressal Cell policy on Victimization and Protection against the Following was acknowledged and accepted by the committee.

In the case where the accused is a teacher, and the complainant is a pupil. If the teacher is found guilty during the pendent) or the investigation and inquiry, or even after such an inquiry, the accused does not serve as an examiner for an examination in which the student presents. If the accused is found guilty and the complainant and the accused are both employees, the accused does not write the complainant's condition reports while the investigation and inquiry—even if it is a criminal investigation—are ongoing. unless otherwise permitted in writing.

DR. SUDHIR CHANDRA SUR INSTITUTE OF
TECHNOLOGY AND SPORTS COMPLEX

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Policy for Anti-Victimization
Grievance Redressal Cell, Sexual
Harassment Cell, Gender
Equity Cell, Grievance Cell
(W.G.R.C.)

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Policy for Anti Sexual Harassment Cell /
Zero Tolerance Cell/ Sexual Harassment
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DR. SUDHIR CHANDRA SUR DEGREE ENGINEERING COLLEGE

540, Dum Dum Road, Suremath, Kolkata- 700074, West Bengal





Policy for Anti Sexual Harassment Cell / Zero Tolerance Cell/ Sexual Harassment Redressal Cell (W.e.f 2018-19)

Approved by BOG

Dated on 03/

Under Agenda No. 3

Ref. No: <u>DSDEC/POLY/2018-19/20</u>	Compiled & Checked By:  Coordinator, IQAC (IQAC Convener)	Approved By:  Principal (Principal)
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Issue No- 3

Dr. Sudhir Chandra Sur Degree
Engineering College
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Dr. Sudhir Chandra Sur Degree
Engineering College
540, Dum Dum Road, Suremath
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Sexual harassment-related concerns are handled by the Anti-Sexual Harassment Committee. The committee was established to stop sexual assault and other crimes against female employees and students.

Considering this, a policy against sexual harassment has been developed and put into effect at the Dr. Sudhir Chandra Sur Degree Engineering College in Kolkata. The specifics of this policy are given below.

✚ GOAL:

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✚ OBJECTIVE:

- To create standards and recommendations for anti-sexual harassment measures.
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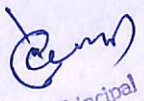
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3 of 5
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5 of 5
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