

Recommendations regarding Sexual Harassment of Women at workplace

With Reference to Letter No. 1172(52)-HS/HRC/Misc-29/18 Dt.09/07/18 and Memo No. ED-2019-514A, the following steps have been taken by the Gender Sensitization committee and Internal Complaints Committee at Kabi Jagadram Roy Government General Degree College, Mejia-722143 from the academic session 2016-2017 to 2018-2019.

1. Constitution of the Internal Complaints Committee and the Local Complaints Committee

- i. In pursuance of the *University Grants Commission (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students of Higher Educational Institutions) Regulations, 2015*, an Internal Complaints Committee [I.C.C.] was constituted on 15th February 2018 as per Office Order No.019/0218/I.C.C.-Formation, to provide an appropriate mechanism for prevention and redressal of sexual harassment of women and sensitization of stakeholders towards gender issues within the college.
- ii. In terms of the Director of Public Instruction, Govt. of West Bengal Memo. No.ED-2019-514A dated 8th March 2019, a Local Complaints Committee was constituted on 9th April 2019 as per Office Order No.029/0419/Off.-Ord./L.C.C. for prevention and redressal of sexual harassment of women and sensitization of stakeholders towards gender issues at workplace. The Local complaints Committee shall liaise with and assist the Internal Complaints Committee of the college. The members of the Gender Sensitization committee shall also be acting as members of the Local complaints Committee.

2. Awareness and Training Programmes conducted

This institution is committed to create a safe environment for female students and employees – a gender-just environment free of violence, harassment, exploitation, intimidation and stress through creation of awareness on the issue of sexual harassment by conducting workshops and lectures by activists and academicians.

The following training, awareness programmes and events have been conducted:

- i. A training programme only for the Faculty members and non-teaching staff was conducted on the 10th of April, 2019 to generate awareness and accountability of the employees in prevention and prohibition of sexual harassment and protection of rights of female at workplace.
- ii. A Poster Competition on Gender Issues-Women Empowerment-Domestic Violence was held to commemorate International Women's Day on the 8th of March, 2019.
- iii. A sanitary Napkin Vending machine has been installed as a part of awareness program to promote use of sanitary napkins for better health and hygiene of female students and staffs.
- iv. Lectures were delivered by Ms.Nandini Jana, Associate Professor in the Department of History at Durgapur Government College and other Faculty members of this institution on occasion of International Women's Day, 2019.
- v. The Hindi movie titled 'Pink' was screened on the 20th December 2018 as a part of Gender Sensitization initiative.
- vi. An Orientation Program on Gender Sensitization and the Constitution of Gender Cell in accordance with the Saksham Guidelines followed by an interactive session was held on the 4th of December, 2018 for all the teaching, non-teaching members and students.

- vii. A seminar on Domestic Violence-‘A scourge to the Society’ was held in the college in collaboration with West Bengal Commission for Women on the 26th of February, 2018.
- viii. A lecture on Gender Sensitization and the Constitution of Gender Cell in accordance with the Saksham Guidelines at workplace was delivered by Ms.Nandini Jana, Associate Professor in the Department of History at Durgapur Government College, on the 22nd of August, 2017.
- ix. Various short films and documentaries on diverse topics of gender issues, prevention of sexual harassment, female health and more were screened across all academic sessions for the faculty members and students.
- x. Posters are prepared by the students every year on the occasion of Durga Puja as a tribute to the power of women.
- xi. The International Women’s Day is observed every year in this college.

3. Free legal aid for the victims of Sexual harassment

- i. Where sexual harassment has been reported, ICC shall take all steps necessary and reasonable to assist the affected person in terms of support and preventive action
- ii. ICC shall comply with the procedure prescribed in the aforementioned UGC Regulations 2015 and the Sexual Harassment Act for inquiring into the complaint in a time bound manner
- iii. The Gender Sensitization Committee and the ICC of the college is in regular contact with the West Bengal Commission for Women. If any case of sexual harassment is reported inside the premises of this institution, the West Bengal Commission for Women shall be approached to provide free legal aid to the victim by their respective legal advisors and members of the judiciary.

4. Awareness, accountability and Pledge for the employees

- i. A training programme only for the Faculty members and non-teaching staff was conducted on the 10th of April, 2019 to generate awareness and accountability of the employees in prevention and prohibition of sexual harassment and protection of rights of female at workplace.
- ii. An orientation program for the newly joined employees had been conducted on the 10th of April.
- iii. All the Faculty members and Non-Teaching staffs of this institution have signed the Pledge stating that their actions, words or deeds shall not directly or indirectly violate the rights, honour and dignity of the women in the workplace.



Officer-in-Charge



Convener, Gender Sensitization Committee,
Faculty Representative, ICC