

PREVENTION OF SEXUAL HARASSMENT COMMITTEE

The United Nations Committee on the Elimination of Discrimination against Women adopted the following recommendation: Gender based violence is a form of discrimination which seriously inhibits women's ability to enjoy rights and freedom on the basis of equality with men. The National Policy for Empowerment of Women (2001), Government of India, had emphasized the elimination of discrimination and all forms of violence against women in both the public and the private sphere.

As per the guidelines of UGC, NAAC and the Supreme Court, Prevention of Sexual Harassment committee has been established by Velammal Institute of Technology to provide a healthy and congenial atmosphere to the staff and students of the College.

Objectives:

- To develop guidelines and norms for a policy against sexual harassment.
- To deal with cases of discrimination and sexual harassment against women, in a time bound manner, aiming at ensuring support services to the victimized and termination of the harassment.
- To provide information regarding counselling and support services on our campus.
- To promote awareness about sexual harassment through educational initiatives those encourages and foster a respectful and safe campus environment.

Procedure:

The committee deals with issues relating to sexual harassment at the college. It is applicable to all students and faculty. A complaint of discrimination or sexual harassment may be lodged by the victim or a third party. A written complaint may be addressed to the Convener of the Committee. If the complaint is made to the Principal, or any of the Committee members, they may forward it to the Convener of the Committee against Sexual Harassment.

The following is also sexual harassment and is covered by the committee:

- Jokes causing or likely to cause awkwardness or embarrassment

- Innuendos and taunts, Gender based insults or sexist remarks, Obnoxious telephone calls
- Touching or brushing against any part of the body
- Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings
- Forcible physical touch or molestation and Physical confinement against one's will and any other act likely to violate one's privacy

What to do if you feel you are being sexually harassed

- Know your rights – Sexual harassment is illegal, both the law of the land and UoH prohibit sexual harassment.
- Speak up – try telling the person to stop. State clearly and firmly that you want a particular behaviour to cease.
- Get information and support – If you feel you cannot speak up, ask your friends to help you and bring it to the notice of the College authorities without further loss of time.
- Keep records that might be useful for pursuing the case.

What not to do

- Do not blame yourself. Sexual harassment is not something one brings on oneself. It is not a consequence of certain ways of dressing or acting. It is a violation of an individual's right to work and live with dignity.
- Do not ignore it. Ignoring sexual harassment does not make it go away. The harasser may misinterpret a lack of response as approval of the behaviour. Speaking may also prevent others from being harmed
- Do not delay. Delay in action increases the probability that unwanted behaviour will continue or escalate.

Punitive Action:

An employee guilty of sexual harassment shall be liable to give a written apology to the victim and any of the following punitive actions:

- Suitable censure/warning

- Withholding of increments.
- Reduction to lower service, grade or post.
- Compulsory retirement.
- Removal from service, or Dismissal from service.

A student guilty of sexual harassment shall be liable to give a written apology to the victim and any of the following punitive actions:

- Withholding/withdrawing scholarship/fellowship and other benefits.
- Rustication from College for a period up to a certain period or Expulsion from the College.

Internal Complaints Committee

Institutions and mechanisms /schemes for assistance are to be created and strengthened for prevention of such violence including sexual harassment at workplace.

As per Sec 6 (2) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition, Redressal) Act, 2013 an Internal Complaints Committee was duly formed in the college to look into, and adjudicate matters relating to any kind of sexual harassment meted out to students or female employees in the institution. The college has been vigilant about instances of gender discrimination, victimization and abuse, and acted promptly to redress any issues that violated the provisions of the said Act.

Responsibilities

- Promote measures aimed at achieving gender equality, removal of gender bias or discrimination, sexual harassment and other acts of gender based violence
- Organize awareness programmes and campaigns for the benefit of all members of the College on sexual harassment and gender based discrimination
- Redress complaints received from any member of the College (including students, staff, hostel residents) conduct formal inquiry and investigate and take decisions upon each complaint and recommend appropriate punishment or action to be taken
- Take suo-moto cognizance of any act of sexual harassment or gender-based discrimination on the College campus and to take further action in this regard
- Ensure that all information pertaining either to complaints registered or any inquiries and/or investigations are kept strictly confidential

Frequency of Meetings:

Every Semester or whenever need arises.

The Secretary of the Committee shall be responsible to prepare the minutes of the meeting. Every resolution passed by the Committee should be recorded at the meeting and read out by the Chairperson at the meeting itself. Within Seven days after the date of the meeting the Secretary of the Committee shall send a copy of the minutes, as approved by the Chairperson of the meeting, to the Chairperson of the Constituting Authority and to all the Members of the Committee.

RECORD KEEPING:

The Secretary of the Committee shall maintain all the minutes and other relevant documents related to the functioning of the committee and shall make these available to any authorized officer/authority for inspection.

Committee Members:		
Name	Designation	Role
Dr. B. Sridevi,	HoD/ECE	Chairperson
Dr. V. P. Gladishparathi	HoD/CSE	Convener
Ms. Pranamita Nanda	Associate Professor / CSE	Member
Ms. R. M. Shiny	HoD/ AI&DS	Member
Dr. V. Sindhu	HoD/Phy	Member
Dr. Sheela Violet Rani	Asst. Prof./Chem.	Member
Ms.P.Shylaja	Asst. Prof./IT	Member
Ms. G. Bhavani	Asst. Prof./EEE	Member
Ms. S.Sowmiyah	Asst. Prof./MATHS	Member
Ms. Srimathi	HR-Admin.	Member

Velammal I Tech / Minutes of POSH/ 2020-21

Date:21.02.2021

Minutes of Meeting of Prevention of Sexual Harassment

The Committee meeting is held on 21.02.2021 at 1.00 pm. The following committee members attended the meeting.

Chair person: Dr. B. Sridevi, HoD/ECE
(Ph. No. 99528 13958)

Member Secretary: Dr. V. P. Gladispushparathi, HoD/CSE
(Ph. No. 97902 55529)

Members:

1. Ms. Pranamita Nanda, Assoc. Prof./ CSE
(Ph. No. 99624 27398)
2. Ms. R. M. Shiny, HoD/ AI&DS
(Ph. No. 98656 60627)
3. Dr. V. Sindhu, HoD/Phy
(Ph. No. 99401 44993)
4. Dr. Sheela Violet Rani, Asst. Prof./Chem.
(Ph. No. 94439 83594)
5. Ms.P.Shylaja, Asst. Prof./IT
(Ph. No. 72997 20782)
6. Ms.G.Bhavani Asst. Prof./EEE
(Ph. No. 9176796299)
7. Ms. S. Sowmiyah, Asst. Prof./MATHS

(Ph. No. 94861 15949)

8. Ms. Srimathi, HR-Admin.

(Ph. No. 96771 29773)

Agenda: Review of incidence of sexual harassment / gender disparity

Proceedings: No incidences of Sexual harassment have been reported since last meeting. The committee meeting is held every semester or as when required.




Principal
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Velammal Institute of Technology,
Velammal Gardens
Panchetti Village & Post, Ponneri (Tk)
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