

Savitribai Phule Pune University
Shree Pandurang Gramin Vikas Pratishthan Sanchalit
Dilip Walse Patil Arts, Commerce & Science College
Nimgaon Sawa, Tal-Junnar, Dist-Pune 410504

INTERNAL COMMITTEE

INTERNAL COMPLAINTS COMMITTEE

PROTECTION AND PREVENTION OF PERSONAL FROM SEXUAL HARASSMENT

The Internal Complaints Committee for prevention of sexual harassment of women at workplace, as per 'The Sexual Harassment at Workplace (Prevention, Prohibition and Redressal) Act, 2013' to deal with the sexual harassment complaints of women at workplace

[Sexual Harassment](#)

[Handbook on Sexual Harassment](#)

INTERNAL COMPLAINTS COMMITTEE 2023-24

Sr. No.	Name of Committee Member	Designation	Department	Contact Number
1.	Prof. Dr. Jadhav C.D.	Principal	Chairperson	9960072282
2.	Prof. Padwal A.N.	Member	Economics	9890458448
3.	Prof. Gaikwad N.A.	Member	History	8329624379
4.	Prof. Gadge A.S.	Member	Marathi	8308029640
5.	Prof. Aher N.B.	Member	Commerce	7038192092
6.	Prof. Jadhav M.D.	Member	Chemistry	8605144028
7.	Prof. Pawar K.S.	Member	External Member	9325511753
8.	Ku. Kharade P.S.	Member	Student Representative	8080799310
9.	Adv. Jori S.P.	Member	Legal Advisor	8080390340

Internal Complaints Committee ((PROTECTION AND PREVENTION OF PERSONAL FROM SEXUAL HARASSMENT) has been established in the year 2013. The primary goal of the Internal Complaints Committee is "Harassment Prevention" which requires changes in behavior, thinking and attitude. There is no short-term solution but changes in workplace policies and procedures from

employers can make sexual harassment prevention secure and safe. If such a case happens it reduces employees productivity and morale and negative publicity can be reflected.

Aims and Objectives:

1. **To promote awareness on Women-related issues.**
 2. **To organize the programs for creating legal awareness among girls and ladies staff.**
 3. **To strengthen them to confront sexual harassment.**
 4. **To motivate the girls and ladies staff for developing positive attitude.**
 5. **To organize the programs in order to educate them regarding discrimination of women.**
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THE INTERNAL COMPLAINT COMMITTEE:

According to 'The Sexual Harassment At workplace' (Prevention, Prohibition and Redressed) Act,2013 to deal with sexual harassment complaints of persons at workplace college has established The Internal Complaint Committee for prevention of sexual harassment of persons at workplace. Every year the committee is formed as per the rules and regulations.

If any written complaint received to the committee cell, committee examine the complaint punctually as per the direction defined in the act of Sexual Harassment such as whether it is 1) physical contact and advances 2) A demand of request for sexual favors 3) Making sexual colored remark 4) Any unwelcome physical, verbal or non- verbal conduct of sexual nature.

Roles and responsibilities of the Committee:

The first role of the committee is to make aware persons especially women (Ladies Staff and Girls students) at the workplace about the sexual harassment. If any individual approaches with complaint to any member of the committee, the concerned member immediately informs other members without any delay. To take any necessary action on the received complaint committee should receive a written complaint by the aggrieved person. If the problem can be sorted out through counseling, we settle the matter as soon as possible and if it is not sorted through counseling by the committee member it is forwarded to the higher authority. The members are attentive all the time and make sure that such things should not happen in the campus.

1.Vishakha Guidelines against Sexual Harassment at Workplace

Guidelines and norms laid down by the Hon'ble Supreme Court in Vishakha and Others Vs. State of Rajasthan and Others (JT 1997 (7) SC 384) having regard to the definition of 'human rights' in Section 2 (d) of the Protection of Human Rights Act, 1993, Taking note of

the fact that the present civil and penal laws in India do not adequately provide for specific protection of women from sexual harassment in work places and that enactment of such legislation will take considerable time, It is necessary and expedient for employers in work places as well as other responsible persons or institutions to observe certain guidelines to ensure the prevention of sexual harassment of women.

2.Duty of the Employer or other responsible persons in workplaces and other institutions

It shall be the duty of the employer or other responsible persons in work places or other institutions to prevent or deter the commission of acts of sexual harassment and to provide the procedures for the resolution, settlement or prosecution of acts, of sexual harassment by taking all steps required.

3.Definition

For this purpose, sexual harassment includes such unwelcome sexually determined behavior (whether directly or by implication) as:

- a) Physical contact and advances;**
- b) A demand or request for sexual favors;**
- c) Sexually colored remarks;**
- d) Showing pornography;**
- e) Any other unwelcome physical, verbal or non-verbal conduct of sexual nature**

Where any of these acts is committed in circumstances where-under the victim of such conduct has a reasonable apprehension that in relation to the victim's employment or work whether she is drawing salary, or honorarium or voluntary, whether in government, public or private enterprise such conduct can be humiliating and may constitute a health and safety problem. It is discriminatory for instance when the woman has reasonable grounds to believe that her objection would disadvantage her in connection with her employment or work including recruiting or promotion or when it creates a hostile work environment. Adverse consequences might be visited if the victim does not consent to the conduct in question or raises any objection thereto.

4.Preventive Steps

All employers or persons in charge of work place whether in public or private sector should take appropriate steps to prevent sexual harassment. Without prejudice to the generality of this obligation they should take the following steps:

- 1. Express prohibition of sexual harassment as defined above at the work place should be notified, published and circulated in appropriate ways.**
- 2. The Rules/Regulations of Government and Public Sector bodies relating to conduct and discipline should include rules/regulations prohibiting sexual harassment and provide for appropriate penalties in such rules against the offender.**
- 3. As regards private employers; steps should be taken to include the aforesaid prohibitions in the standing orders under the Industrial Employment (Standing Orders) Act, 1946.**
- 4. Appropriate work conditions should be provided in respect of work, leisure, health and hygiene to further ensure that there is no hostile environment towards women at work places and no employee woman should have reasonable grounds to believe that she is disadvantaged in connection with her employment.**

5.Criminal Proceedings

Where such conduct amounts to a specific offence under the Indian Penal

Code or under any other law, the employer shall initiate appropriate action in accordance with law by making a complaint with the appropriate authority. In particular, it should ensure that victims or witnesses are not victimized or discriminated against while dealing with complaints of sexual harassment. The victims of sexual harassment should have the option to seek transfer of the perpetrator or their own transfer.

6.Disciplinary Action

Where such conduct amounts to misconduct in employment as defined by the relevant service rules, appropriate disciplinary action should be initiated by the employer in accordance with those rules.

7.Complaint Mechanism

Whether or not such conduct constitutes an offence under law or a breach of the service rules, an appropriate complaint mechanism should be created in the employer's organization for redress of the complaint made by the victim. Such complaint mechanisms should ensure time bound treatment of complaints.

8.Complaints Committee

The complaint mechanism, referred to above, should be adequate to provide, where necessary, a Complaints Committee, a special counselor or other support service, including the maintenance of confidentiality. The Complaints Committee should be headed by a woman and not less than half of its members should be women. Further, to prevent the possibility of any undue pressure or influence from senior levels, such Complaints Committee should involve a third party, either NGO or other body who is familiar with the issue of sexual harassment. The Complaints Committee must make an annual report to the Government department concerned of the complaints and action taken by them.
