

## CELL AGAINST SEXUAL HARASSMENT REPORT

The University Grants Commission (UGC) has advised all universities to establish a permanent cell and a committee; to develop guidelines to combat sexual harassment in light of the Supreme Court judgment and guidelines issued in 1997 to ensure the effective enforcement of the basic human right of gender equality and guarantee against sexual harassment and abuse, particularly against sexual harassment at work places. Government college, Malappuram, has established a Committee against Sexual Harassment with the aforementioned rules in mind.

Government college, Malappuram has pledged to create a friendly and supportive environment where students, teachers, and non-teaching staff can collaborate without fear of violence, harassment, exploitation, or intimidation. This covers all forms of sexual harassment, gender-based violence, and discrimination. Every member is required to be aware of the organization's steadfast support for gender equality and opposition to all forms of gender-based violence, as well as its dedication to the right to freedom of expression and association.

The members of the committee for the current academic year are:

Serial no:	name	designation	
1	Dr.DAMODARAN K K	PRINCIPAL	CHAIRMAN
2	UMMU HABEEBA V P	ASSISTANT PROFESSOR,DEPARTMENT OF CHEMISTRY	CONVENER
3	AJITH KUMAR	SENIOR SUPERINTENDENT	MEMBER
4	Dr.NISHA AKKARATHODI	ASSISTANT PROFESSOR,DEPARTMENT OF MALAYALAM	MEMBER

### **FUNCTIONS OF THE COMMITTEE**

#### **PREVENTIVE STEPS.**

It will be the endeavor of the committee:

- a) To facilitate a safe environment that is free of sexual harassment;
- b) To promote behaviors that create an atmosphere that ensures gender equality and equal opportunities.

#### **REMEDIAL STEPS.**

1. To ensure that the mechanism for registering complaints is safe, accessible and sensitive.
2. To take cognizance of complaints about sexual harassment, conduct enquiries, provide assistance and redressal to the victims, recommend penalties and take action against the

harasser, if necessary.

3. To advise the competent authority to issue warnings or take the help of the law to stop the harasser, if the complainant consents.

4. To seek medical, police and legal intervention with the consent of the complainant.

5. To make arrangements for appropriate psychological, emotional and physical support (in form of counseling, security and other assistance) to the victim if so desires.

#### **PROCEDURE TO BE FOLLOWED BY THE COMMITTEE**

1. The Committee shall meet as and when any complaint is received by it. Complaint may be received by any member of the committee.

2. The Committee may direct the complainant to prepare and submit a detailed statement of incidents if the written complaint lacks exactness and required particulars, within a period of two (2) days from such direction or such other time period that the Committee may decide.

3. The Committee shall direct the accused person to prepare and submit a written response to the complaint / allegations within a period of four (4) days from such direction or such other time period as the Committee may decide.

4. Each party shall be provided with a copy of the written statement(s) submitted by the other.

5. The Committee shall conduct the proceedings in accordance with the principles of natural justice. It shall allow both parties reasonable opportunity of presenting their case. However, should the accused choose not to participate in the proceedings, the Committee shall continue ex parte.

6. The Committee shall allow both parties to produce relevant documents and witnesses to support their case. Documents produced by either party shall be affixed with that party's signature to certify the document as original / true copy.

7. The party against whom the document / witness is produced shall be entitled to challenge / cross-examine the same.

8. The Committee shall sit on a day-to-day basis to record and consider the evidence produced by both parties.

9. As far as practicable, all proceedings of the Committee shall take place in the presence of both parties.

10. Minutes of all proceedings of the Committee shall be prepared and duly signed by the members of the Committee.

11. The Committee shall make all endeavour to complete its proceedings within a period of fifteen (15) days from the date of receipt of complaint.

12. The committee should ensure that complaints processes are

- clearly documented ,
- offer both informal and formal options for resolution,
- address complaints in a manner which is fair, timely and confidential,

- based on the principles of natural justice
- provide clear guidance on internal investigation procedures and record keeping.