

**Policy on
Prevention of Sexual Harassment at
Workplace**

Vivekanand Education Society's
College of Pharmacy



Vivekanand Education Society's College of Pharmacy
Hashu Advani Complex, Collector Colony,
Chembur East, Mumbai 400074
Maharashtra India



Policy on Sexual Harassment at Workplace

VES COLLEGE OF PHARMACY

Hashu Advani Memorial Complex, Behind Collector Colony, Chembur (E), Mumbai - 400 074

Sr. No.	Policy Title:	Anti-sexual Harassment Policy
	Policy Number and Functional Area	VES/2017/01 Administrative
1.	Brief Description of the Policy:	To give platform for women employee and students for redressal of their complaints regarding sexual harassment at work place. This committee is formed as per the guidelines of Maharashtra State Commission of Women (MSCW) and as per the requirement by University of Mumbai.
2.	Drafting	Principal, Internal Complaint Committee
3.	Policy Applies to:	Administration and Academics
4.	Effective from the Date:	1 st June 2021
5.	Approved by:	College Development Committee, Governing Body
6.	Responsible Authority	Principal and senior member of Professor level in in the Committee
7.	Superseding Authority	VES Management
8.	Last Reviewed/ Updated:	NA
9.	Main Objectives of the policy	To ensure zero tolerance on campus for gender based violence and harassment with a view to eliminate cultures of impunity.
10.	References for the policy	Sexual Harassment and Punishment for sexual harassment (Prevention, Prohibition and Redressal act), 2013

I. Introduction:

Ant sexual harassment Policy deals with issues of gender-based violence, sexual harassment of women at workplace and gender sensitization programs. It supports zero tolerance on campus for gender-based violence and harassment with a view to eliminating cultures of impunity. It provides management advice, supervision and oversight as well as information material from time to time.

II. Policy Statement:

To ensure a gender-neutral working/learning environment.



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III. Definitions:

The Supreme Court defined sexual harassment as any unwelcome gesture, behaviour, words or advances that are sexual in nature.

IV. Procedures:

Measures to prevent an offense under Sexual Harassment under Prevention, Prohibition and Redressal act, 2013

1. Constitution of Committee
2. Orientation program to increase awareness
3. Gender sensitisation workshop
4. Names and contact details of members of Internal Complaint Committee are displayed in the prominent places in the college campus

Redressal and Inquiry Procedure

1. Written complaint to be filed within three months from the date of incidence or within 3 months from the date of last incidence in case of series of incident.
2. The time limit can be extended for not over months for which reasons have to be stated in writing by ICC.
3. Inquiry to be completed within 90 days from the date of written complaint.
4. Inquiry report has to be issued within 10 days of completion of the inquiry to both parties and executive authority.
5. Executive authority to act on the ICC recommendation within 30 days of receipt of report, unless an appeal is filed.
6. An appeal against the ICC's recommendation to be filled within 30 days from date of such recommendation by aggrieved person before executive authority.

Punishment

1. A man committing any of the following acts:- i) Physical Contact and advances involving unwelcome and explicit sexual overtures; or ii) A demand or request for sexual favours; or iii) Showing pornography against the will of a woman; or iv) Making sexually coloured remarks;
Shall be guilty of the offence of sexual harassment.
2. Any man who commits the offence specified in clause (i) or clause (ii) or clause (iii) of sub-section (1) shall be punished with Rigorous imprisonment for a term which may extend to three years, or with fine, or with both.

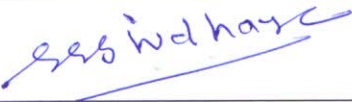


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3. Any man who commits the offence specified in clause (IV) of sub section (1) shall be punished with imprisonment of either description for a term which may extend to one year, or with fine, or with both.

APPROVED BY:	
	Dr. Supriya Shidhaye Principal

