



St Aloysius College (Autonomous) Mangaluru

Criterion V : Student Support and Progression

Metric No. : 5.1.5

Year : 2022-23

Cell for Prevention of Sexual Harassment -Policy

23

ST ALOYSIUS COLLEGE (AUTONOMOUS) MANGALURU

Re-accredited by NAAC with 'A' Grade – CGPA 3.62

Ranked 94 in College Category, NIRF 2018 - MHRD, Government of India

Recognised by UGC as 'College with Potential for Excellence'

College with 'STAR STATUS' conferred by DBT, Govt. of India



INTERNAL COMPLAINTS COMMITTEE

Internal Complaints Committee is mandated by the University Grants Commission (Regulation 2015) for the prevention, prohibition and redressal of sexual harassment of women employees and students in higher educational institutions. Complying with the guidelines of the Supreme Court of India and the new UGC regulations the existing Gender sensitization Committee Against Sexual harassment (GS-CASH) is reconstituted as Internal complaints Committee (ICC). St Aloysius College has established this cell to provide a safe and congenial atmosphere for the staff and students of the College.

Definition :

"Sexual harassment involves any unavoidable sexual advances either verbal or through gestures or through use of sexually suggestive or pornographic material, and includes amongst others; whistling, sexually slanting and obscene remarks or jokes, comments about physical appearance, demands for sexual favours, threats, innuendos, avoidable physical contacts, touching, patting, pinching, kissing, physical assaults and molestation of and towards women workers by their male colleagues or anyone who for the time is in a position to sexually harass a woman".

- 1) Provisions apply to all students, faculty and non-teaching staff who are on active rolls of SAC
- 2) Rules and regulations applicable to all complaints of sexual harassment by a
 - Student against a member of the academic/ non-teaching staff/ co-student.
 - By a member of the academic/ non-teaching staff against a student/ another member of academic/ non-teaching staff.

S. S. S. S.
Principal

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Composition of the team

24

- Rep from Management/ Administration (2)
- Rep from staff- UG/PG (2+2)
- Rep from non-teaching – UG/ PG (1+1)
- Rep from students UG/ PG (2+2)
- Rep from student council (2)
- Women rep from an NGO (1)
- Lawyer (1)

(At least ONE lady member from all sections. The term of office will be for three years. The chairperson will be a woman faculty and will be elected by members of the committee from amongst themselves.)

Rules and procedures of ICC:

Meetings: The committee shall meet at least once in each semester or as deemed necessary. Minutes of all meetings shall be recorded.

This committee in collaboration with women's forum and other associations shall organize programs for the gender sensitization of the campus community through workshops, seminars, posters, film shows, debates, skits and so on. These programs shall be carried out by each association with one program in each semester.



Principat

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Disqualification of members/chairperson will occur if the said person is found guilty or has any complaint against him/her regarding sexual harassment.

Registration of complaints:

Despite the preventive efforts made by the committee, any incidents of sexual harassment should take place; registration of complaints shall follow the following procedures.

- 1) Complaints can be lodged directly with any member of the committee. The person to whom the complaint is made should bring to the notice of the committee within 2 working days of receiving it.
- 2) As far as possible attempt should be made to explore whether mediation or conciliation can provide a suitable solution to the case. This should be desirable in so far it can spare trauma of formal procedure for both the complainant and the accused.
- 3) The complaint may be oral or in writing, if the complaint is oral it shall be reduced in writing by the committee or the member who has received the complaint with the signature of the complainant.
- 4) A complaint should be lodged within four weeks of the incident. In extraordinary circumstances this could be extended to four months.
- 5) The committee shall study the complaint and may hear both the complainant and the accused and other involved parties to determine if an enquiry should be instituted.



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If so then an enquiry committee will be formed from the committee consisting of not less than 3 persons or not more than 5 persons. 50% of this committee will be women.

- 6) The process shall be complainant friendly and quick in its decision regarding whether the matter needs to be enquired into or can be taken care of by counselling or mediation.
- 7) At no time in the complaints receiving or recording procedure the past sexual history of the complainant is probed into.
- 8) The complainant may withdraw his/her complaint in writing at any time while receiving during/enquiry procedure. In such case the procedure shall be terminated. If the committee feels or has enough reason to believe that the withdrawal is the consequence or effect of cohesion/ intimidation/ threat exerted by the accused or any person on his/her behalf the enquiry proceedings shall continue.
- 9) The enquiry committee shall complete the enquiry in the shortest possible time not exceeding 3 months from the date of complaint.
- 10) The enquiry committee shall provide reasonable opportunity to the complainant and the accused for presenting/ defending their case.
- 11) The enquiry committee shall then submit a detailed report to the main committee in which it shall communicate its findings based on its investigation.
- 12) The main committee along with the enquiry committee will then forward its findings and recommendations to the management for further action.

Praveen

Rev. Dr Fr Praveen Martis, SJ

Principal

