



## REPORT ON PREVENTION, PROHIBITION & REDRESSAL OF SEXUAL HARASSMENT

### FORMATION OF COMMITTEE:

As per the guidelines of UGC, the PPR of Sexual Harassment Committee of the JSSAHE&R was constituted on 27<sup>th</sup> March 2014 vide its order no.: JSSU/REG/WCW/26/2011-12/81 to address the complaints of sexual harassment and violence against women in the university and college campus for the tenure 03 years. The copy of the same is enclosed as **Annexure - A**.

Further, after the tenure of 3 years the above constituted committee is extended by one more term of 3 years w.e.f. 27.03.2017 vide notification no.: REG/WCW/26/2017-18, dt 13.03.2017. Copy of the same is enclosed as **Annexure - B**.

Meanwhile, an addendum was issued vide no.: REG/WCW/26/2011-12, dt 23.10.2017 nominating additional members for the committee constituted for the 2<sup>nd</sup> term. Copy of the addendum is enclosed as **Annexure - C**.

### SCHEDULE OF MEETINGS, AGENDA & ACTION TAKEN:

Sl. No.	Meeting Held On	Agenda	Decision / Action Taken
1	16.07.2014 at 3.30 PM at Board Room, JSS University, Mysore	Discussion on guidelines of the cell to address the complaints of Sexual Harassment and violence against women in the University and its Constituent Colleges at Mysore and Ooty.	The guidelines and objectives of the constitution of committee was discussed and members opined to extend all necessary support to the women employees and bring mutual respect among the employees to avoid occurrence of untoward incidents.
		Responsibility of members towards prevention of Sexual Harassment at work place	Members opined to convene such meeting twice in a year and to bring out necessary safety measures wherever essential to ensure safety and security for the working women.  Dr. Nilani, suggested to display contents on unwelcome behaviors of Sexual Harassment in appropriate place in the campus for the better understanding.

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THE UNIVERSITY OF CHICAGO

DEPARTMENT OF CHEMISTRY

REPORT ON THE PROGRESS OF THE WORK

IN THE LABORATORY OF

PROFESSOR [Name]

FOR THE YEAR ENDING

1919

BY

[Name]

[Name]

[Name]

[Name]



Sl. No.	Meeting Held On	Agenda	Action Taken
2	18.12.2014 at 2.30 PM at Board Room, JSS University, Mysuru	Measures taken to create awareness on prevention of Sexual Harassment at work place.	Smt. M S Kokila, the Member Secretary briefed about the measures taken for the prevention of sexual harassment that the internal complaints committee of all the constituent colleges has been informed to display the members list in their respective college notice board along with unwelcoming behavior of sexual harassment.
		<b>Any other matter with the permission of the chair</b> Mrs. Madhuri Tatachari ascertained about the installation of cameras and women security guards in the campus. It was appraised that in all the prime places / location CC Cameras have been installed ( <i>like all entrances, lobbies or corridors</i> ).	Further, it was also briefed that, at all entrances of each building and at gates, around 60 male security guards have been deployed and around 10-12 women security guards have been deployed in all the women hostels at each block.
3	15.07.2015 at 4 PM at Board Room, JSS University, Mysore	In the second meeting the Member Secretary requested to depute the members of the Prevention of Sexual Harassment Committee for the workshop / training to get updated	Smt. M S Kokila, Dr. M N Naganandini was deputed to workshop on "Sexual Harassment at workplaces (prevention, prohibition & redressal) Act 2013" - held on 8 <sup>th</sup> March 2015 organized by Samruddhi Foundation.  Dr. M N Suma and Dr. K B Suma were deputed for the workshop held at New Delhi
		Report on sensitization to stake holders of JSS University and its constituent colleges based on the UGC circular dated 28 <sup>th</sup> January 2015.	The report on sensitization to stake holders of JSSU and its constituent colleges was presented by Dr. Nilani. The power point presentation made to the stake holders on 7 <sup>th</sup> April 2015 were also presented to the members.
4	09.12.2015 at 10.30 AM at Board Room, JSSU, Mysore	Discussion on annual return for the period from 01.04.2014 to 31.03.2015.	There were no complaints / observations, and hence, nil report was submitted for the annual return of 2014-15 for the period from 01.04.2014 to 31.03.2015.
		Installation of signage's.	Members selected the best one and advised to display at appropriate places in the campus to bring awareness among the stakeholders. And the same is installed









Sl. No.	Meeting Held On	Agenda	Action Taken
7	24.06.2017 at 11.30 AM at Board Room, JSS University, Mysuru	Re-constitution of the Sexual Harassment Committee (PPR) for the period from 27.03.2017 to 26.03.2020.	Copy of the Committee constituted is enclosed as Annexure - B & C
		Uploading the Handbook on Sexual Harassment of women at workplace (Prevention, Prohibition and Redressal) Act, 2013 in the University website as per the UGC circular dated 05.07.2016.	<p>It was reported by the Member Secretary that, the UGC Circular dated 05.07.2016 has been circulated to all the concerned.</p> <p>Further, Sri. Shivananda Bharathi advised to upload the Hand book and important circulars / Guidelines of the UGC to the website of JSS University for the guidance of staff &amp; students.</p>
		Annual Return on cases of sexual harassment for the period from 01.04.2016 to 31.03.2017 to be submitted to UGC as called for by the UGC in its letter dated 6 <sup>th</sup> June 2017.	Dr. M N Suma, reported that, during 2016-17 there are no major / minor complaints reported from the University & its constituent colleges. Hence, advised the Member Secretary to arrange to send the annual return of the year 2016-17 to the UGC in the requisite format.
		Any other matter with the permission of the chair	Further it was also resolved and decided to invite one representative from the internal complaints (ICC) committee of Concerned Colleges as a special invitee in the larger interest.
8	22 <sup>nd</sup> December 2017 at 3 PM in the Board Room, II Floor, Dental College & Hospital, Mysuru	Switching over of Nomenclature from "Prevention & Redressal of Sexual Harassment" to the "Internal Complaints Committee"	To issue a circular by the university to all the constituent colleges and departments including hostels specifying the change of nomenclature not only at the University level but also at the constituent colleges and at the university departments.
		To have the details of contact person like mobile no. / mail id to be inserted / displayed in the signage which would help the staff and students to leave their message whenever / wherever there is an issue regarding gender sensitization	Decided to include the contact no. of the person in the signage's displayed in the college and campus
		Organizing one day workshop to the staff and students to create awareness about what is sexual harassment	Workshop was organized on 3 days individually for the teaching staff, non-teaching staff and contractor labourers and an exclusive workshop of the committee members.





## **PROGRAMMES CONDUCTED**

**AWARENESS PROGRAMME/WORKSHOP WAS ORGANISED *for the teaching staff, non – teaching staff, contractor workers and for the committee members***

Awareness program on What Constitutes Sexual Harassment and punishment for the sexual harassment, duties of the employer, how to lodge the complaint, details of committee members constituted at College Level and at the JSSAHE&R was briefed along with the latest UGC guidelines.

### **a) Teaching Staff:**



### **b) Non – Teaching Staff**



### **c) Contract Workers**





d) For Committee Members











**OBJECTIVE OF THE COMMITTEE:**

- a) Prevent discrimination and sexual harassment against women by promoting gender equality among students and employees
- b) Make recommendations to the Chairperson for changes in the rules for students in the prospectus and the bye-laws, to make them gender-just and to lay down procedures for the prohibition, resolution, settlement and prosecution of acts of discrimination and sexual harassment against women, by the students and the employees
- c) Deal with cases of discrimination and sexual harassment against women, in a time bound manner aiming at ensuring support services to the victim and termination of the harassment; and
- d) Recommend appropriate punitive action against the guilty party.

**RESPONSIBILITIES OF THE COMMITTEE:**

- a) Shall Provide assistance if an employee or a student chooses to file a complaint
- b) Provide mechanisms of dispute Redressal and dialogue to anticipate and address issues through fair conciliation without undermining complainants rights and minimize the need to further resentment, alienations or violence
- c) Protect the safety of the complainant by not divulging the person's identity either by sanctioning leave, or relaxation of attendance or transfer to another department during the pendency of the complaint
- d) Ensure that the victim or the witnesses are not victimized while dealing with the complaint

**PHOTOS OF THE WORKSHOP ORGANISED** for the teaching staff, non – teaching staff, contractor workers and for the committee members

**a) Teaching Staff**

















