



VISWANADHA INSTITUTE OF PHARMACEUTICAL SCIENCES
Affiliated to J.N.T.U.K-Kakinada, Approved by PCI & A.I.C.T.E, New Delhi
Mindivanipalem (V) Sontyam(P) Anandapuram (M) Visakhapatnam (Dist) 531173
E-mail : principalvni@yahoo.co.in

Policy on Sexual Harassment

In accordance with the directives of UGC, NAAC, and the Supreme Court, Viswanadha Institute of Pharmaceutical Sciences has formed an Anti-Sexual Harassment committee. The purpose is to ensure a positive and welcoming environment for both the faculty and students of the College.

Declaration of Policy:

Viswanadha Institute of Pharmaceutical Sciences, is committed to respecting the dignity of every individual. It aims to foster the development of its human resources, ensuring the complete protection of human rights. The institution guarantees the full realization of "Fundamental Rights" as outlined in articles 14, 15, 19(1)(g), and 21 of the Constitution of India. It also upholds the dignity of workers, employees, employment applicants, students, and those undergoing training, instruction, or education. In pursuit of these principles, all forms of sexual harassment within the employment, education, or training environment are deemed illegal. The institution fully implements the Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act 2013.

Objectives of the policy:

- Formulating guidelines and norms for an anti-sexual harassment policy.
- Developing principles and procedures to address and prevent sexual harassment.
- Detailing the implementation specifics of the policy.
- Creating a comprehensive action plan encompassing short and long-term objectives.
- Conducting gender sensitization awareness programs.
- Establishing a neutral, confidential, and supportive environment for campus community members who may have experienced sexual harassment.
- Devising a mechanism for preventing and addressing instances of sexual harassment and other acts of gender-based violence within the institution.

Definition of Sexual Harassment:

For this intent, sexual harassment encompasses unwelcome sexually determined behavior, whether explicit or implicit, such as:

1. Physical contact and advances;

2. Demands or requests for sexual favors;
3. Sexually colored remarks;
4. Displaying pornography;
5. Any other unwelcome physical, verbal, or non-verbal conduct of a sexual nature.

If any of these acts occur in circumstances wherein the victim reasonably apprehends that, in connection with their employment or enrollment in the institution, whether the individual is receiving a salary, honorarium, or otherwise, can render such conduct humiliating and potentially pose health and safety concerns. It becomes discriminatory when a woman reasonably believes that objecting to such conduct could adversely affect her employment, work, or studentship, including aspects like recruitment, promotion, or academics, thereby creating a hostile work environment. Consequences may be unfavorable if the victim does not consent to the conduct or raises objections.

Jurisdiction:

The regulations outlined in this policy apply to all complaints of sexual harassment.

The Anti-Sexual Harassment Committee addresses issues related to sexual harassment at the Viswanadha Institute of Pharmaceutical Sciences, encompassing students, staff, and faculty. Complaints of discrimination or sexual harassment may be filed by the victim or a third party. A written complaint can be directed to the Convener of the Committee. If the complaint is lodged with the Principal or any Committee member, they may refer it to the Convener of the Committee against Sexual Harassment.

It's important to note, following the Supreme Court guidelines, sexual harassment can be defined as "unwelcome" sexually determined behavior, whether directly or implicitly. This includes:

- By a member of the institution against any other member, regardless of whether the harassment allegedly occurred within or outside the campus.
- By an outsider against a member of the college or by a member of the college against an outsider if the harassment is alleged to have occurred within the campus.
- By a member of the college against an outsider if the harassment is alleged to have occurred outside the campus. In such cases, the Committee will recommend that the college authorities take action by filing a complaint with the appropriate authority. Additionally, the committee will actively assist and provide available resources to the complainant in pursuing the complaint.

Composition of the Anti-Sexual Harassment Committee:

1. The Committee will be led by a senior woman faculty member of the college, holding the designation of "Chairperson."
2. The committee will include two senior women teaching faculty members, a minimum of one senior male teaching faculty member, at least one woman administrative staff member, and one woman class-IV staff member. Additionally, the committee will feature three nominated girl student representatives.

3. The committee will comprise the Principal and one nominated representative from the management, specifically from the Viswanadha Institute of Pharmaceutical Sciences.

Meetings of the Committee:

The Committee shall convene every semester or as needed. The Secretary of the Committee is responsible for preparing the meeting minutes. Resolutions passed by the Committee must be recorded during the meeting and read aloud by the Chairperson. Within seven days after the meeting, the Secretary shall send an approved copy of the minutes to the Chairperson of the Constituting authority and all Committee members.

Additionally:

- The Committee has the authority to summon witnesses and request documents or information from any employee or student.
- If the Committee believes that an employee or student can provide relevant documents or information, it may direct the person to produce them through a written notice or summons.
- If relevant information is recorded or stored electronically, the Committee can request its production or a clear written reproduction.
- Upon receiving the requested documents or information, the Committee may make copies or extracts and retain them for the necessary period.
- The Committee can issue interim directions concerning any person involved in the proceedings.
- The Committee can recommend actions against individuals found guilty of sexually harassing the complainant, retaliating or victimizing the complainant or others before the Committee, and making false charges of sexual harassment against the accused person.

Functions of the Committee:

1. Preventive Steps:

- The Committee aims to establish a safe environment free of sexual harassment.
- It strives to encourage behaviors that foster an atmosphere promoting gender equality and equal opportunities.

2. Remedial Steps:

- Ensure that the mechanism for registering complaints is safe, accessible, and sensitive.
- Take cognizance of complaints related to sexual harassment, conduct inquiries, provide assistance and redress to victims, recommend penalties, and take necessary action against the harasser.
- Advise the competent authority to issue warnings or involve legal measures to stop the harasser, with the complainant's consent.
- Seek medical, police, and legal intervention with the complainant's consent.

- Arrange for appropriate psychological, emotional, and physical support, such as counseling, security, and other assistance, if the victim desires.

Annual Report:

At the conclusion of each academic year, the Committee's Chairperson will compile an Annual Report detailing the Committee's activities throughout the year. A copy of the report will be forwarded to the chairman of the Viswanadha Institute of Pharmaceutical Sciences.