



## **Darjeeling Government College**

### **Anti Sexual Harassment Committee**

*Right to live with dignity: Unveiling the Silence*

**For any complaints, queries & assistance regarding sexual harassment/offence in the campus premises do contact**

**Anti Sexual Harassment Complaint Committee, DGC**

In adherence to UGC (Prevention, prohibition and redressal of sexual harassment of women employees and others in higher educational institutions) Regulations 2013, modified in 2015, the **Anti Sexual Harassment Committee** is formed in DGC to prevent sexual assault and other offences on any students' male, female and third gender. It is also applicable to all staff and faculty of the college.

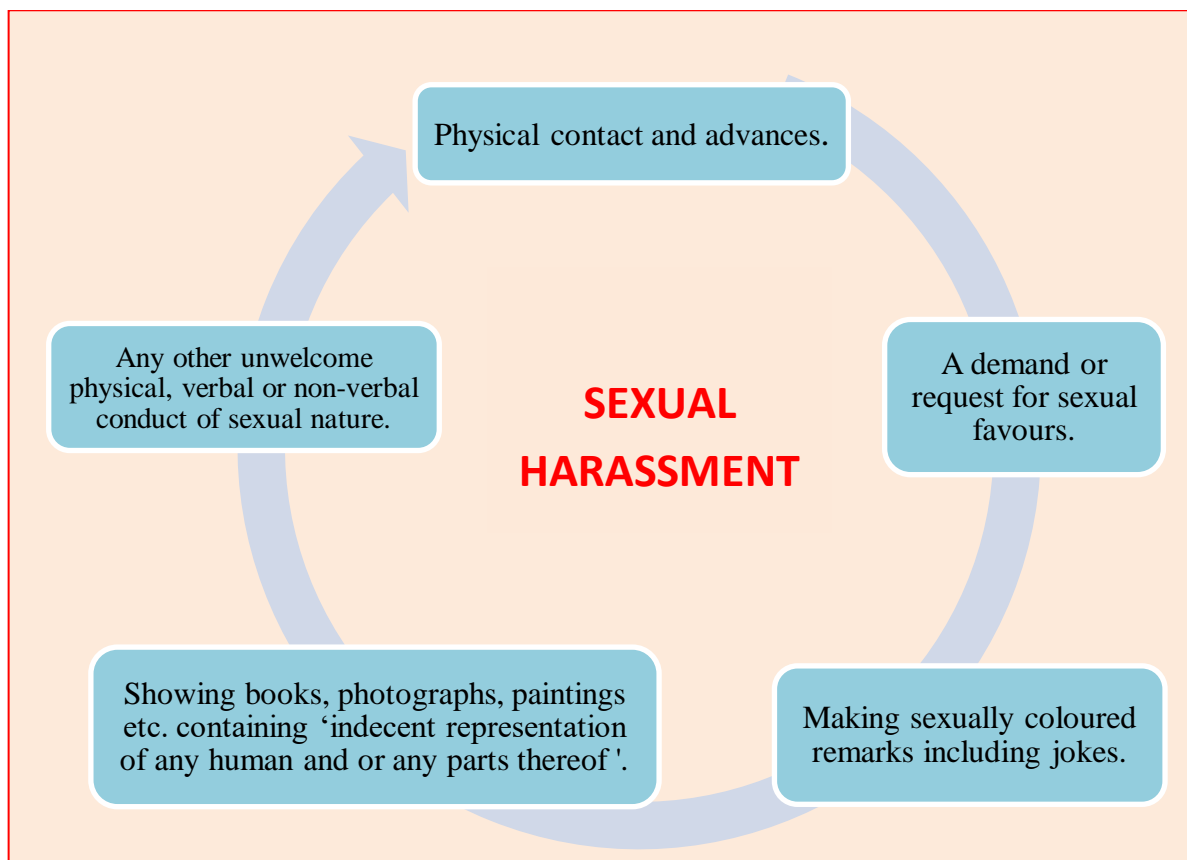
DGC, as a centre of higher education ensures a safe academic ambience and is committed to prevent any kind of sexual harassment/offence. The campus takes a strict stand on any form of harassment that may impair the well being of the students and pollute the ambience of the campus. It takes a proactive role to stop all gender based assault perpetrated against the students and staff.

#### **Objectives:**

- To create a conducive atmosphere in the campus for all employees and students of all sexes.
- To prevent any gender-based assault/offence and provide a fearless atmosphere.
- To adopt a gender neutral approach in ensuring the safety of all.
- To commit itself to a zero tolerance towards sexual harassment.
- To treat sexual harassment as a misconduct under service rules and initiate action for misconduct if the perpetrator is an employee.
- To treat sexual harassment as a violation of the disciplinary rules (leading up to rustication and

expulsion) if the perpetrator is a student.

“Sexual Harassment” includes any unwelcome sexually inclined behaviour, whether directly or indirectly, such as:



Under the Act, the following also count as sexual harassment:

- Implied or explicit promise of preferential treatment in the employment.
- Implied or explicit threat of detrimental treatment in the employment.
- Implied or explicit threat about the present or future employment status.
- Interference with the work or creating an intimidating or offensive work environment.
- Humiliating treatment likely to affect health or safety.

The Anti Sexual Harassment Committee, DGC has been formed with the following core members.

Name	Department	Status	Email & Contact Number
Prof. Nisha Tamang	Geography	Convener	<a href="mailto:geo84715@gmail.com">geo84715@gmail.com</a> 7679349462
Prof. Binesh Pradhan	Nepali	Member	<a href="mailto:bineshpradhan69@gmail.com">bineshpradhan69@gmail.com</a> 9832042193
Prof. Sunita Kumari Shaw	Hindi	Member	<a href="mailto:sunitakumarisurbhi@gmail.com">sunitakumarisurbhi@gmail.com</a> 8927898944
Prof Dewki Limbu	Geography	Member	<a href="mailto:devvsa@gmail.com">devvsa@gmail.com</a> 9002631899
Prof. Willie Henry	Zoology	Member	<a href="mailto:williehenry1959@gmail.com">williehenry1959@gmail.com</a> 9434131480

Prof. Sailesh Kumar Gupta	Physics	Member	<a href="mailto:saileshdgc@gmail.com">saileshdgc@gmail.com</a> 7029439418
Prof Sisir Tamang	Zoology	Member	<a href="mailto:shri_tamang@yahoo.com">shri_tamang@yahoo.com</a> 8777529640
Prof Roshni Pradhan	History	Member	<a href="mailto:roshnipradhan385@gmail.com">roshnipradhan385@gmail.com</a> 8250128867
Dipankar Sarkar	History	Member	<a href="mailto:dipankarsarkar5555@gmail.com">dipankarsarkar5555@gmail.com</a> 7548970354
Sonali Thapa	Geography	Member	<a href="mailto:sonathapa959@gmail.com">sonathapa959@gmail.com</a> 9641380349

The committee has extended its membership to Mrs Yogita Rai, from Namaste Foundation Darjeeling (NGO), and student's representative each from UG and PG department of DGC and also non teaching member to comply with the rules.

Name	Department	Status	Email & Contact Number
Mrs Yogita Rai	Namaste Foundation Darjeeling (NGO)	Member	<a href="mailto:yogitarai1960@gmail.com">yogitarai1960@gmail.com</a> 8145615355
Mr.SatkarTamang	Geography (UG)	Students' Representative	<a href="mailto:satkartamang96@gmail.com">satkartamang96@gmail.com</a> 9749359715
Ms. Wani Rai	Nepali (PG)	Students' Representative	<a href="mailto:raiwani86@gmail.com">raiwani86@gmail.com</a> 7797665798

Further to ensure the secrecy and sanctity of the proceedings, all the members of the anti-sexual harassment committee shall submit an undertaking of confidentiality failing which the membership is liable to be cancelled.

**The committee shall strictly deal with the sexual harassment/offence cases arising only in the college premises.**

### **Grievance Redressal Mechanism**

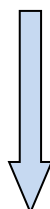
A complaint Box/Suggestion Box is installed in front of the main college entrance in which the aggrieved students can lodge grievances in the complaint form and drop them in the box. The complaint form can be collected from the college office or downloaded from the college website.

**OR**

The aggrieved student can directly approach the Committee members in person.

The complaint form may be dropped in the **Students' Grievance Box** and shall be unboxed every fifteen days or as the circumstance arises. The form is required to initiate a formal complaint.

**The complaint form for reporting sexual harassment/offence.**



**Darjeeling Government College**

**Complaint Form**

*If you believe that you have been subjected to sexual harassment/offence, you are encouraged to complete this form.*

**COMPLAINANT INFORMATION**

1. Name: \_\_\_\_\_

2. Gender (Male/Female/Others): \_\_\_\_\_

3. Department: \_\_\_\_\_

4. Semester: \_\_\_\_\_

5. Roll No. \_\_\_\_\_

6. Contact Number: \_\_\_\_\_

7. Email ID: \_\_\_\_\_

8. Types of Complaint (put a  $\surd$ )

a. Sexual Harassment/offence

b. Ragging

c. Other related issues inside the college premises

9. Details of the complaint as mentioned in item No. 8

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of the Complainant with Date

**Policy Guidelines**

On receipt of the complaint, the committee shall convene a meeting at the earliest. The Committee shall conduct the proceedings in accordance with the principles of natural justice.

- The committee shall direct the accused to prepare and submit a detailed statement of incidents in writing at the earliest or such other time period that the Committee may decide.
- However, should the accused choose not to participate in the proceedings, the Committee shall continue ex parte.
- As far as practicable, all proceedings of the Committee shall take place in the presence of both parties or in any other form maintaining the secrecy.
- The Committee shall prepare the minutes of all proceedings duly signed by the members of the Committee.
- The Committee shall try to complete its proceedings within a period of fifteen (15) days from the date of receipt of complaint.

If, in the course of the proceeding, the Committee is satisfied that a prima facie case of sexual harassment is made out against the accused employee(s)/student and that there is any chance of the recurrence of any such action, or that it is required to do so in the interests of justice, it may, on the request of the complainant or otherwise, depending upon the severity of the case a disciplinary action is liable to be taken against the accused. The committee shall function as per the guidelines set by the UGC notification.

Anyone found guilty of sexual harassment shall be punished in accordance with the service rules, if the offender is an employee.

Where the respondent is a student, depending upon the severity of the offence, the college may take the following steps.

- Withhold privileges of the student such as access to the library, auditorium, college hostel, scholarships, allowances, and identity card; suspend or restrict entry into the campus for a specific period.
- Expel and strike off name from the rolls of the institution, including denial of readmission, if the Offence so warrants.
- Award reformatory punishments like mandatory counseling and, or, performance of community Services.

If, at the culmination of the proceedings before it, the Committee is satisfied that the complainant has knowingly brought false charges of sexual harassment against any person. The committee shall take the same disciplinary action stated above. The cases beyond the capacity of the committee shall be reported to higher competent authority (government or non-government agency) for necessary action.

# **Darjeeling Government College**

## **Anti Sexual Harassment Committee**

*Right to live with dignity.*

### **Annual Report 2019-2020**

The anti-sexual harassment committee of DGC is committed to provide safe college ambience for the holistic development of the learners and the facilitators. The Anti-Sexual Harassment Committee was formed in the college on 09/11/2019 in adherence to UGC (Prevention, prohibition and redressal of sexual harassment of women employees and others in higher educational institutions) Regulations 2013, modified in 2015. Prior to this the Students Grievance Redressal cell was assigned to look into the complaints on sexual harassment and offence. Subsequently, the first meeting of the Anti Sexual Harassment Committee in the academic session was held on 12/01/2019. The venue was ante-chamber of the Principal's office and the time of the meeting was 12 noon. The committee comprised of Prof Dipti Tamang and Prof Nisha Tamang as the Joint Conveners. The other members were Prof Pritha Chaudhary, Prof Sudha Rai, Prof Archan Bhattacharya, Prof Nima Sherpa and Prof Pinky Lepcha. The agenda for the day was to discuss UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015. The convener of the committee Prof Dipti Tamang highlighted the importance of the committee in keeping the college free of any kind of sexual abuse/offences. The salient features of the regulations 2015 were highlighted and discussed. Most of the members actively participated in the discussion. It was decided in the meeting to sensitize the students to use the complaint box and the procedure for filing the complaint to address their grievances.

The committee felt the utmost need to create awareness, through seminars and educational programs, among the students to keep them abreast of their right in case of any sexual abuse/offence happens in the college premise and to lodge complaint without fear. Subsequently the committee met on 07/03/2020 after the winter vacation at the same venue at 1pm to discuss the programme. Subsequently the awareness programme was organized on 10/03/2020 in the auditorium. Prof. Nima Sherpa delivered the welcome address. Prof Sudha Rai discussed the functions and role of anti sexual harassment committee in ensuring safe campus environment. She stressed the need to be informed in order to be aware of the redress mechanism. Prof. Nisha Tamang discussed the UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015 and its implementation. The programme ended with a vote of thanks by Prof Pritha Choudhary, Department of Physics. No case of any sexual harassment/assault was reported in the 2019-2020 academic session.

## Annual Report 2020-2021

The sudden imposition of the lockdown caused by COVID-19 pandemic since March 2020, had an unprecedented disruption in the smooth functioning of the cell. The committee expresses deep concern about the lack of preparedness as meetings and programmes could not take place during this academic session as a result no case was registered.

## Annual Report 2021-2022

The Covid 19 pandemic continued, so the lockdown. The committee could meet only on 21<sup>st</sup> March 2022 to discuss the future plan of the committee. Eventually the Anti Sexual Harassment Committee in collaboration with Internal Complaints Committee organized an awareness talk on 29<sup>th</sup> April 2022 at the Seminar hall for sensitizing the students and staff to commemorate Menstrual Hygiene Day. Prof Nisha Tamang, Department of Geography, talked about the myths surrounding menstruation and means to ward away the myths in her presentation entitled “*Breaking the Silence: Yes I Bleed*”. Prof Priyanka Saha, Department of Zoology, discussed about the ‘Physiology of Menstruation’



There was an overwhelming response from the students and staff alike. The most inspiring aspect of the program was the presence of male students who wanted to understand the silence surrounding menstruation and the pain a woman undergoes during the menses. The meeting ended with a vote of thanks by Prof Sisir Tamang, Department of Zoology.

No case of any sexual harassment/assault was reported in this session.

## Annual Report 2022-2023

Anti-Sexual Harassment Committee plays a key role in the college to provide a healthy and pleasant atmosphere to the staff and students. A meeting of the committee was held on 13<sup>th</sup> June 2023 in the ante chamber of the Principal's office to prepare an annual report and also to draw future course of action. No case

of sexual harassment/offence is reported in the academic session 2022-2023. As a future course of action, the committee decided to have an orientation program in August 2023 for the 1st Semester students to give awareness about the functioning of the cell and to encourage them to be vocal against sexual harassment, wherein students are sensitized about the security and safety measures adopted by the college for them. No case of any sexual harassment/offence was reported in the 2022-2023 academic-sessions. However, the committee is committed to use a proactive and victim centric approach to address and prevent sexual exploitation and sexual harassment.

In compliance with the regulations of the UGC a meeting was convened on 28/06/2023 at 11 am in the ante-chamber of the Principals' Office. The OIC chaired the meeting. The ICC members, the conveners of Anti Sexual Harassment Committee and Gender Sensitization Committee and the non teaching female staffs were present. It was resolved in the meeting to reconstitute the Anti Sexual Harassment Committee and Gender Sensitization cell as ICC (Internal Complaints Committee). Henceforth ICC will look into the matters on sexual harassment /offence in the college premises.