



Kukadi Education Society's

SAVITRIBAI COLLEGE OF ARTS

Pimpalgaon Pisa, Tal. Shrigonda, Dist, A'Nagar - 413703

Ph.(02487) 254095, Fox: (02487) 254095. Mob. 9403965444,

NAAC Accredited 'C' Grade College

website:-www.savitribacollegeofarts.in

email-savitribacollege295@gmail.com savitribacollege@gmail.com

Permanently Affiliated to Savitribai Phule Pune University. ID.NO.PU/AN/A/581999, Code - No. 295.

Affiliated to UGC Under Section 2 (F) & 12 (B) F.No. 8- 166/2013 (CPP-I/C) dated 7th May 2013



Late Shri. Kundlikrao Ramrao Jagtap Patil

Founder - Kukadi Education Society, Karmaveer Kundlikrao Ramrao Jagtap Patil Kukadi Co-op. Sugar Factory, Ltd. Pimpalgaon Pisa,

Outward No.

Date / /202

Anti-Ragging & Sexual Harassment

Policy

Smt. Anuradhatai Jagtap Patil
President
Kukadi Education Society
Pimpalgaon Pisa,

Mission :

- Students do not have compromise with their dignity and self-respect.
- Take active part in all institutional activities intended to end ragging on campus.
- To create a secure physical and social environment that will deter acts of sexual harassment.
- To promote a social and psychological environment that will raise awareness about sexual harassment in its various forms.
- To evolve a mechanism for the prevention and redressal of harassment cases and other acts of gender based violence in the campus.

Roles and Responsibilities :

- This policy applies to every member of the college viz., faculties, students, and staff. At all levels whole are responsible for maintaining learning ambience for study and work. This includes conducting themselves in a professional manner.
- Providing information to all staff and students about what constitutes sexual harassment and about their responsibility not to sexually harass other staff and students.

Shri. Rahuldada Jagtap Patil
(Ex.M.L.A. Shrigonda/Nagar Constituency)
Chairman
Karmaveer Kundlikrao Ramrao Jagtap Patil
Kukadi Co-op. Sugar Factory, Ltd. Pimpalgaon Pisa,
Secretary
Kukadi Education Society, Pimpalgaon Pisa,

Dr. Shivajirao Dhage
Principal
M.A.,LLB.,M.Ed.,M.Phil.,Ph.D




- To address any oral/written complaint about: unwelcome sexual advances, unsolicited acts of physical intimacy, unwelcome requests for sexual favors or other unwelcome conduct of a sexual nature.
- Unwelcome conduct of a sexual nature includes oral or written statements of a sexual nature to a person or in a person's presence.
- Ensure that complaints processes:
 - a) Clearly documented;
 - b) Explained to all employees;
 - c) Offer both informal and formal options for resolution;
 - d) Address complaints in a manner which is fair, timely and confidential;
 - e) Are based on the principles of natural justice;
 - f) Provide clear guidance on internal investigation procedures and record keeping;
 - g) Give an undertaking that no employee will be victimized or disadvantaged for making a complaint.

Procedure to Be Followed By The Committee

- The Committee shall meet as and when any complaint is received by it. Complaint may be received by any member of the committee.
- The Committee may direct the complainant to prepare and submit a detailed statement of incidents if the written complaint lacks exactness and required particulars, within a period of two (4) days from such direction or such other time period that the committee may decide.
- The Committee shall direct the accused employee(s) to prepare and submit a written response to the complaint / allegations within a period of four (8) days from such direction or such other time period as the Committee may decide.
- Each party shall be provided with a copy of the written statement(s) submitted by the other.



- The committee shall conduct the proceedings in accordance with the principles of natural justice. It shall allow both parties reasonable opportunity of presenting their case. However, should the accused choose not to participate in the proceedings.
- The committee shall allow both parties to produce relevant documents and witnesses to support their case. Documents produced by either party shall be affixed with that party's signature to certify the document as original / true copy.
- The party against whom the document / witness is produced shall be entitled to challenge / cross-examine the same.
- The committee shall sit on a day-to-day basis to record and consider the evidence produced by both parties.
- As far as practicable, all proceedings of the committee shall take place in the presence of both parties.
- Minutes of all proceedings of the committee shall be prepared and duly signed by the members of the committee.
- The committee shall make all endeavour to complete its proceedings within a period of fifteen (15) days from the date of receipt of complaint.
- The committee shall record its findings in writing supported with reasons and shall forward the same with its recommendations, to the Principal/Management, within a period of five (5) days from completion of the proceedings before it. In case the Committee finds that the facts disclose the commission of a criminal offence by the accused person, this shall be specifically mentioned in the Committee's report.


Co-Ordinator
I. Q. A. C.
Savitribai College of Arts
Pimpalgaon Pisa, Tal. Shrigonda,
Dist. Ahmednagar




PRINCIPAL
SAVITRIBAI COLLEGE OF ARTS
Pimpalgaon Pisa, Tal. Shrigonda,
Dist. Ahmednagar

Punishment for found guilty :

- If, in the course of the proceedings before it, the Committee is satisfied that a prime face case of 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 complain or otherwise, disciplinary action could be initiated in the form of:-
 - Warning.
 - Written apology.
 - Bond of good behaviour.
 - Adverse remarks in the confidential report.
 - Debarring from supervisory duties.
 - Denial of re-employment/re – admission.
 - Stopping of increments / promotion/denying admission ticket.
 - Suspension.
 - Dismissal.
 - Any other relevant mechanism.


Co-Ordinator
I. Q. A. C.
Savitribai College of Arts
Pimpalgaon Pisa, Tal. Shrigonda,
Dist. Ahmednagar




PRINCIPAL
SAVITRIBAI COLLEGE OF ARTS
Pimpalgaon Pisa, Tal. Shrigonda,
Dist. Ahmednagar