



D.K. HEALTH AND WELFARE SOCIETY SADAK/ARJUNI

D.K. MAHILA MAHAVIDYALAYA KURKHEDA

Affiliated to Gondwana University, Gadchiroli.

<https://www.dkmmcollege.in>

CRITERION - V

Student Support and Progression

METRIC NO: 5.1.4

METRIC NAME: The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases



D. K. Health & Welfare Society Run By
D. K. Mahila Mahavidyalaya,
Kurkheda Dist. Gadchiroli
Gondwana University Gadchiroli Affiliated
(Home Science Faculty)

Email : dkcollege.kurkheda@gmail.com

Website : <https://www.dkmmcollege.in>

Contact : 07139-299298, 7767050619, 9049668334

President
Mrs. Rita A. Lanjewar

Secretary
Dr. Ajay S. Lanjewar

Offic. Principal
Dr. Pallavi L. Tagade


Outward No.DKMM/


Date :- 02/05/2023

Declaration

This is to declare that the information, reports, true copies and numerical data etc. furnished in this file as supporting documents is verified by IQAC and found correct.

Hence this certificate


Dr. Priya A. Sangole
IQAC Coordinator
D.K. Mahila Mahavidyalaya
Kurkheda- 441209


Dr. Pallavi L. Tagade
Offic. Principal
D.K. Mahila Mahavidyalaya
Kurkheda Dist. Gadchiroli

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Anti Ragging Committee



D. K. Health & Welfare Society Run By
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President
Mrs. Rita A. Lanjewar

Secretary
Dr. Ajay S. Lanjewar

Offic. Principal
Dr. Pallavi L. Tagade

Outward No.DKMM/

Date :- 27/04/2020

Anti Ragging Committee

Sr. No.	Name	Designation
1	Dr. Pallavi L. Tagade	Principal and Chairperson
2	Mr. Nitin M. Ghatbandhe	Member Secretary
3	Dr. Priya A. Sangole	Member
4	Dr. Aruna N. Shende	Member
5	Mr. Suraj B. Shende	Member
6	Ku. Varsha Sahare	Student Member
7	Ku. Hasina Kapurderia	Student Member


Officiating Principal
D K Mahila Mahavidyalaya
Kurkheda Dist Gadchiroli

डी.के.हेल्थ अॅन्ड वेलफेअर सोसायटी द्वारा संचालीत
डी.के.महिला महाविद्यालय
कुरखेडा

ता.कुरखेडा जि.गडचिरोली
र.नं.महा.एफ. ३२/०९ एफ.३४/२०१०

महाराष्ट्र रॅगिंग प्रतिबंध कायदा १९९९

नियम व अटी

महाराष्ट्र रॅगिंग प्रतिबंध कायदा १९९९ नुसार महाविद्यालय परिसरामध्ये किंवा महाविद्यालया-बाहेर रॅगिंग करणे कायदानुसार दखलपात्र गुन्हा आहे.या कायद्यातील नियम व तरतुदींचे उल्लंघन करणाऱ्या विद्यार्थिनिस २ वर्षांपर्यंत कारावास आणि रू.१० हजारा पर्यंत आर्थिक दंड होऊ शकतो या कायद्या नुसार दोषी ठरणान्या विद्यार्थिनिस महाविद्यालयातुन निलंबित करण्यात येईल.अशा विद्यार्थिनिस ५ वर्षांपर्यंत इतर शैक्षणिक संस्थेत प्रवेश घेता येणार नाही.

*** प्राचार्य ***

डी.के.महिला महाविद्यालय,कुरखेडा

**SAY
NO TO
RAGGING**

**BEFORE YOU EVEN
THINK OF RAGGING**

Download
**ANTI
RAGGING**
App



THINK OF

Humiliation

Suspension

Ruined Career

Blacklisting

Expulsion

Possible Prosecution

Don't just stand and watch. Stop Ragging! Show Character

Remember RAGGING is for LOSERS

Visit UGC Website U.S. www.ugc.gov.in & www.ugc.gov.in for more UGC Anti Ragging regulations.

Are You Being Ragged?

Immediately call UGC Helpline number: 1800 1200 2020 or 011 2612 1234

Or Send an E-mail to: ugc@ugc.gov.in



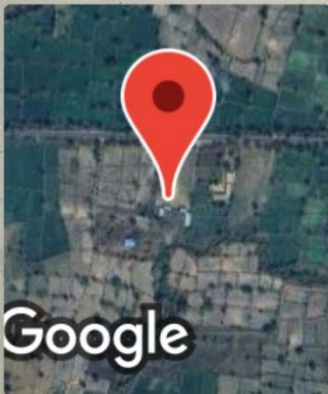
DEPARTMENT OF HIGHER EDUCATION
MINISTRY OF HUMAN RESOURCE DEVELOPMENT
GOVERNMENT OF INDIA



विश्वविद्यालय अनुदान आयोग
University Grants Commission
Quality Higher Education for all



GPS Map Camera



Google

Kurkheda, Maharashtra, India

J5FW+C3X, Wadsa Rd, Kurkheda,

Maharashtra 441209, India

Lat 20.623387°

Long 80.195301°

06/06/23 02:00 PM GMT +05:30

Establishment of Anti - Ragging Committee

An Anti-Ragging Committee was formed at D.K. Mahila Mahavidyalaya Kurkheda on dated 26 February 2020 for sessions 2020-2023.

An orientation session was organized in the college on 26 February 2020 in accordance with the ragging prevention Committee. The subject of the guidance was the purpose and importance behind the establishment of college. On this occasion, the executive chairperson of college Committee prof. Nitin M. Ghatbandhe and Honorable Dr.pallavi tagde Madam Principal of the college was present as the presiding officer of the program while committee member Dr. priya sangole Madam and Assistant prof.Suraj shende sir was present. Talking about the objectives and requirements of the Committee, prof. Nitin M. Ghatbandhe said that during Ragging, her junior students suffer and suffer mental and physical trauma and as results, their academic work can be hampered. He also explained the detailed information about the punishment provided to that student if anyone is found Ragging.

The chief Guest and the President said that Ragging the Female students is a crime and punishment for Ragging is provided under the law and anyone found doing it can be punished as per the rules .the program concluded with a vote of thanks .the thanks giving for the program was given by the exhibition committee members doctor. All the teacher and non- teaching staff worked together for the success of the program.




Officiating Principal
D. Mahila Maha. Kurkheda

Anti Ragging Cell (For the Session 2020-2023)

An Anti-Ragging Cell Was Established in D.K. Mahila Mahavidyalaya Kurkheda on 26/02/2020 for the session 2020-2023. An anti-ragging committee was formed for this purpose.

- To ensure overall disciplined environment in the college.
- To initiate timely action against erring students.
- To sensitize students about the evils of ragging and its prevention in the college campus by organizing talks/ programmers etc.
- To address complaints about ragging as per the government and university procedures.
- To maintain records of the cases investigated and submit the same to the IQAC Committee.




Officiating Principal
D.K. Mahila Maha. Kurkheda

Ragging: Prohibition, Prevention and Punishment

The University Grants Commission vide its letter no F.1-16/2007 (CPP-II) dated June 17, 2009 has reiterated the ban on ragging of students in Institutions of Higher Learning. The students are therefore directed to strictly desist from any kind of ragging.

Forms of Ragging:

Display of noisy, disorderly conduct, teasing, excitement by rough or rude treatment or handling, including rowdy, undisciplined activities which cause or likely to cause annoyance, undue hardship, physical or psychological harm or raise apprehensive fear in a fresher, or asking the students to do any act or perform something which such a student will not do in the ordinary course and which causes him/her shame or embarrassment or danger to his/her life, etc.

Punishment for Participation in/or Abetment of Ragging :

1. Cancellation of admission.
2. Suspension from attending classes.
3. Withholding/withdrawing scholarship/fellowship and other benefits.
4. Debarring from appearing in any test/examination or other evaluation process.
5. Withholding results.
6. Debarring from representing the institution in any national or international meet, tournament, youth festival, etc.
7. Suspension/expulsion from the hostel.
8. Rustication from the institution for periods varying from 1 to 4 semesters or equivalent period.
9. Expulsion from the institution and consequent debarring from admission to any other institution.
10. Fine up to Rs. 25,000/-

Affidavit by students and parents

Each student and his/her parents/ guardian shall have to furnish an affidavit alongwith the application form to the effect that they will not participate in or abet the act of ragging and that, if found guilty, shall be liable for punishment under the penal law of India.


Officiating Principal
D.K. Mahavidyalaya
Kotaheda Dist. Gadchiroli

UGC ANTI-RAGGING REGULATIONS (Clauses 3, 7 and 9.1)

CLAUSE 3

What constitutes Ragging? - Ragging constitutes one or more of any of the following acts:

- a. any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. indulging in rowdy or indiscipline activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- c. asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- d. any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students;
- f. any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h. any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- i. any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

CLAUSE 7

Action to be taken by the Head of the institution. - On receipt of the recommendation of the Anti-Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Head of institution shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of the Anti-Ragging Committee authorized by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely:

- i. Abetment to ragging;
- ii. Criminal conspiracy to rag;
- iii. Unlawful assembly and rioting while ragging;
- iv. Public nuisance created during ragging;
- v. Violation of decency and morals through ragging;
- vi. Injury to body, causing hurt or grievous hurt;
- vii. Wrongful restraint;
- viii. Wrongful confinement;
- ix. Use of criminal force;


Officiating Principal
K. Manoj Manohar
Kurkeda Dist. Garhwal

Grievances & Redressal Committee



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Secretary
Dr. Ajay S. Lanjewar

Offic. Principal
Dr. Pallavi L. Tagade

Outward No. DKMM/

Date :- 02/03/2020

Grievances & Redressal Committee

Sr. No.	Name	Designation
1	Dr. Pallavi L. Tagade	Committee Head
2	Dr. Priya A. Sangole	Member
3	Dr. Aruna N. Shende	Member
4	Ku. Pinki B. Tarar	Member
5	Ku. Hemlata V. Raut	Member
6	Mr. Sandip N. Lanjewar	Member


Officiating Principal
D K Mahila Mahavidyalaya
Kurkheda Dist Gadchiroli

Establishment of women's grievance redressal committee

Under the sexual harassment of women at workplace (prevention prohibition and redressal) act 2013, a women cell committee was formed at D.K.Mahila Mahavidyalaya, Kurkheda Dis.-Gadchiroli with the permission of the principal from 02 March 2020 the committee was entrusted with the work responsibility.

A guidance session was organized in the college on 02 March 2020 in accordance with the women's grievance redressal committee. The subject of the guidance was the purpose and importance behind the establishment of women's grievance redressal committee at the college level. On this occasion to guide the students in this regard, Dr.Priya A. Sangole as the presiding officer took charge .honorable Dr, Dr.Pallavi L.Tagade madam principal of the college was present of the program while assistant prof. Nitin M. Ghatbandhe sir was present as the chief guest.

Talking about the objectives and requirements of the committee madam explained to the students the Vishakha provisions and the struggle and background for it. The chief guest and the president explained to the students the Vishakha act and now to follow it and how the students can use and get the support of the committee against their harassment. The program concluded with a vote of thanks. Committee member Dr. Aruna N. Shende Gave vote of thanks for the Programme. All teachers and non-teaching staff worked together for the success of the program.


Operating Principal,
D.K. Mahila Mahavidyalaya,
Kurkheda Dist -Gadchiroli


Objectives of this cell:

1. To resolve issues pertaining to girls or women sexual harassment.
2. To Women's Grievance Redressal Cell has been formed to resolve issues
3. To equip the female students, faculty and staff members with knowledge of their legal rights.
4. To safeguard the rights of female students, faculty and staff members.
5. To provide a platform for listening to complaints and redressal of grievances.
6. To incorporate hygiene habits and ensure a healthy atmosphere in and around the college.
7. To ensure personality along with academic development of students.

Complaint and Redressal mechanism:

Encouragement of the students to express their grievance /problems freely and frankly without any fear of being victimized.

1. Suggestion or complaint box is installed in which the students, who want to remain anonymous, put in writing their grievances and their suggestions.
2. After knowing grievance of students, member discusses it with the chairman and then an appropriate solution is found out. If not solved at this level then grievance is taken up to the Principal and legal advisor.
3. The complainant shall be summoned to hear complaints (if necessary).
4. After hearing of complaints, the committee shall take appropriate decision.


Officiating Principal
J.K. Mahila Mahavidyalaya
Kurkha Dist - Gadchiroli

गोंडवाना विद्यापीठ, गडचिरोली

(महाराष्ट्र शासन अधिसूचनाक्रमांक २००७/३२२/०७) वि.शि.४ महाराष्ट्र विद्यापीठ अधिनियम १९९४/१९९४ या मल.३५१ च्या कलम ३ च्या पोटकलम(२) अन्वये दिनांक २७ सप्टेंबर, २०११ रोजी स्थापित व महाराष्ट्र सार्वजनिक विद्यापीठ अधिनियम, २०११ (सन २०१७ चा महाराष्ट्र विद्यापीठ अधिनियम क्रमांक ६) वरून संचालित सत्य विद्यापीठ)

(आस्थापना विभाग)

एम. आय. डी.सी. रोड, कोमलेसा, गडचिरोली जि. गडचिरोली ४४२५०५
दूरध्वनी क्र. ०७१३२-२२३२०४ email: gandwanaesna@gmail.com

जा.क्र. गो.वि./आस्था/०६८५/२०२१

दि.२६/११/२०२१

परिपत्रक

विषय :- कामाच्या ठिकाणी महिलांच्या होणान्या लैंगिक छळाच्या तक्रारीची चौकशी करण्यासाठी प्रत्येक कार्यालयात अंतर्गत तक्रार समिती गठीत करणेबाबत तसेच समिती फलक कार्यालयाच्या दर्शनी भागात लावण्याबाबत.

संदर्भ :- मा. जिल्हा महिला व बाल विकास अधिकारी, जिल्हा अधिकारी स्थानिक तक्रार नियंत्रण समिती तथा निवारी उपजिल्हाधिकारी गडचिरोली यांचे पत्र क्र. अक्र. जिल्हावि.अभि.गड/अंत्य/२०२१. २२/७/२१ दिनांक २९/७/२०२१.

गोंडवाना विद्यापीठाशी संलग्नित सत्य महाविद्यालयांचे मा. प्राचार्य यांना यादारे कळविण्यात येत की, संदर्भिय प्राप्त पत्राचे अनुगमन करण्यासाठी घेवून त्याबाबतचा अहवाल विद्यापीठ प्रशासनाला कळविण्यात यावा.

२६.११.२०२१

(डॉ. अनिल चित्तारे)
कुलसचिव (प्र.)

गोंडवाना विद्यापीठ, गडचिरोली

प्रतिलिपी :-

- १) मा. कुलगुरु महादयांचे स्वयं महायुक्त, गोंडवाना विद्यापीठ, गडचिरोली.
- २) मा. कुलगुरुंचे यांचे कार्यालय, गोंडवाना विद्यापीठ, गडचिरोली.
- ३) मा. जिल्हा महिला व बाल विकास अधिकारी, गडचिरोली.
- ४) मा. प्राचार्य, सत्य संलग्नित महाविद्यालये, गोंडवाना विद्यापीठ, गडचिरोली यांना माहिती तथा कार्यवाहीसत्य संविनाय यादारे.
- ५) गिस्टीम ऑनलाईन, संगणक विभाग, गोंडवाना विद्यापीठ, गडचिरोली यांना सूचित करण्यात येत की, सदर परिपत्रक विद्यापीठाच्या संकेतस्थळावर प्रसिध्द करावे.
- ६) आस्थापना विभाग/नस्ती, गोंडवाना विद्यापीठ, गडचिरोली.

२६.११.२०२१
(डॉ. कामाजी देशमुख)
उपकुलसचिव(प्र.)

गोंडवाना विद्यापीठ, गडचिरोली



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President Mrs. Rita A.Lanjewar	Secretary Dr. Ajay S.Lanjewar	Offic Principal. Dr.Pallavi L.Tagade
Outward.No.DKMM		Date-

प्रती,

मा. सहसंचालक,
उच्च शिक्षण नागपूर विभाग,
नागपूर.

विषय :- महाविद्यालय परिसरात विद्यार्थीनींवर होणाऱ्या छेडछाडीच्या घटनेच्या अनुषंगाने सादर परिसर छेडछाड मुक्त तसेच सायबर गुन्हे मुक्त असल्याबाबत.

संदर्भ :- उशिनग/सहसंचालक/६६०८/२०२२ दिनांक ०१/१२/२०२२.

महोदय,

उपरोक्त विषयाच्या अनुषंगाने व संदर्भात पत्रावधे आपणास दिलेल्या प्रपत्रानुसार jdhengp@gmail.com , jdhengp@gmail.com या मेल आयडीवर आमच्या महाविद्यालयाची सादर करित आहेत. स्विकृती असावी .
द्वि चिन्ती.

अ. क्र.	महाविद्यालयाचे नाव	विचारण्यात आलेली माहिती	सादर करावयाची माहिती
१	डी. के. महिला	महिला तक्रार निवारण समिती महाविद्यालयामध्ये स्थापन केली आहे.	होय
२	महाविद्यालय, कुरखेडा जि. गडचिरोली	विद्यार्थीनींच्या छेडछाडीच्या संदर्भात महाविद्यालय परिसरात मार्गल दोन वर्षात किती गुन्हांचा नोंद झालेला आहे.	निरंक
३		या गुन्ह्यांचा सध्यास्थिती	निरंक
४		किती गुन्हे निकाली निघाले आहेत.	निरंक
५		छेडछाडीच्या घटना व सायबर गुन्हे होऊ नये म्हणून करण्यात येत असलेल्या उपाययोजना	शासनाच्या करण्यात आलेल्या निर्देशानुसार


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Vishakha Committee



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Dr. Pallavi L. Tagade

Outward No.DKMM/

Date :- 09/12/2021

Vishakha Committee

Sr. No.	Name	Position
1	Dr. Rita A. Lanjewar	President
2	Dr. Pallavi L. Tagade	Member
3	Adv. Ashavini Uike	Member
4	Dr. Aruna N. Shende	Member


Officiating Principal
D K Mahila Mahavidyalaya
Kurkheda Dist Gadchiroli

Vishakha Committee

Sexual Harassment at a workplace is undoubtedly a violation of women's right to equality, life and liberty. It does not only create an impediment in the way of women's participation in constructive activities at a workplace but does render the workplace hostile and insecure for them as well. Hence, in compliance with the guidelines on sexual harassment prevention in the workplace, issued by the Hon'able Supreme Court of India in 1997 (Vishaka Judgment), D.K.Mahila Mahavidyalaya has constituted Vishakha Cell with an object to promote the principle of gender equality enshrined in the Indian Constitution. The cell is intended to take utmost care of the grievances of girl students and female employees in the campus.

The objectives of Vishakha committee are as follows:

- To purely safeguard the rights of female students and female staff.
- To maintaining the healthy and safe environment for girls and women employees in the campus.
- To prevent any sexual invectives and abuses towards girl students and female staff.
- To provide a platform for listening to complaints.
- To meet evidence, and take indispensable action against the guilty.
- To prevent any kind of sexual harassment by using secret monitoring service.
- To create a setting of gender justice in a Co-Ed college where men and women work Together with a sense of personal security and dignity.
- To augment the self-worth and confidence of girl students, women faculty and staff.
- To keep a keen eye on the entire campus.


Officiating Principal
D.K.Mahila Mahavidyalaya
Kurkheda Dist.Gadchiroli

On the occasion of 'International womens day' on 08 march 2022 adv. Neha shende was the chief guest & they gave detailed speech on vishakha committee.



डी.के.महाविद्यालय, कुरखेडा



कुरखेडा. येथील डी.के. महाविद्यालयात जागतिक महिला दिवस उत्साहात साजरा करण्यात आला. यानिमित्त वेधभूषा स्पर्धा घेण्यात आली. तसेच विद्यार्थ्यांच्या महिला पालकांचा सत्कार करण्यात आला. कार्यक्रमाच्या अध्यक्षस्थानी कार्यकारी प्राचार्य डॉ. पल्लवी तागडे होत्या. प्रमुख अतिथी म्हणून अॅड. नेहा शेंडे, विदर्भ

वनवासी आश्रम शाळेच्या जास्वंदा दरें उपस्थित होत्या. अधिवक्ता नेहा शेंडे यांनी आपल्या मार्गदर्शनात आधुनिकीकरण व महिलांची बदलती भूमिका यावर सविस्तर मार्गदर्शन केले. जास्वंदा दरें यांनी वेगवेगळ्या क्षेत्रात महिलांची भूमिका, महिलांमध्ये आत्मविश्वासाची आवश्यकता यावर मार्गदर्शन केले.

Vishaka Guidelines
against
Sexual Harassment at Workplace

Guidelines and norms laid down by the Hon'ble Supreme Court in Vishaka and Others Vs. State of Rajasthan and Others(JT 1997 (7) SC 384)

HAVING REGARD to the definition of 'human rights' in Section 2 (d) of the Protection of Human Rights Act, 1993,

TAKING NOTE of the fact that the present civil and penal laws in India do not adequately provide for specific protection of women from sexual harassment in work places and that enactment of such legislation will take considerable time,

It is necessary and expedient for employers in work places as well as other responsible persons or institutions to observe certain guidelines to ensure the prevention of sexual harassment of women.

Duty of the Employer or other responsible persons in work places and other institutions

It shall be the duty of the employer or other responsible persons in work places or other institutions to prevent or deter the commission of acts of sexual harassment and to provide the procedures for the resolution, settlement or prosecution of acts, of sexual harassment by taking all steps required.

Definition

For this purpose, sexual harassment includes such unwelcome sexually determined behaviour (whether directly or by implication) as:

- a) **Physical contact and advances;**
- b) **A demand or request for sexual favours;**
- c) **Sexually coloured remarks;**
- d) **Showing pornography;**
- e) **Any other unwelcome physical, verbal or non-verbal conduct of sexual nature**

Where any of these acts is committed in circumstances where-under the victim of such conduct has a reasonable apprehension that in relation to the victim's employment or work whether she is drawing salary, or honorarium or voluntary, whether in government, public or private enterprise such conduct can be humiliating and may constitute a health and safety problem. It is discriminatory for instance when the woman has reasonable grounds to believe that her objection would disadvantage her in connection with her employment or work including recruiting or promotion or when it creates a hostile work environment. Adverse consequences might be visited if the victim does not consent to the conduct in question or raises any objection thereto.

Preventive Steps

All employers or persons in charge of work place whether in public or private sector should take appropriate steps to prevent sexual harassment. Without prejudice to the generality of this obligation they should take the following steps:

- A. Express prohibition of sexual harassment as defined above at the work place should be notified, published and circulated in appropriate ways.**
- B. The Rules/Regulations of Government and Public Sector bodies relating to conduct and discipline should include rules/regulations prohibiting sexual harassment and provide for appropriate penalties in such rules against the offender.**
- C. As regards private employers, steps should be taken to include the aforesaid prohibitions in the standing orders under the Industrial Employment (Standing Orders) Act, 1946.**
- D. Appropriate work conditions should be provided in respect of work, leisure, health and hygiene to further ensure that there is no hostile environment towards women at work places and no employee woman should have reasonable grounds to believe that she is disadvantaged in connection with her employment.**

Criminal Proceedings

Where such conduct amounts to a specific offence under the Indian Penal Code or under any other law, the employer shall initiate appropriate action in accordance with law by making a complaint with the appropriate authority.

In particular, it should ensure that victims or witnesses are not victimized or discriminated against while dealing with complaints of sexual harassment. The victims of sexual harassment should have the option to seek transfer of the perpetrator or their own transfer.

Disciplinary Action

Where such conduct amounts to misconduct in employment as defined by the relevant service rules, appropriate disciplinary action should be initiated by the employer in accordance with those rules.

Complaint Mechanism

Whether or not such conduct constitutes an offence under law or a breach of the service rules, an appropriate complaint mechanism should be created in the employer's organisation for redress of the complaint made by the victim. Such complaint mechanism should ensure time bound treatment of complaints.

Complaints Committee

The complaint mechanism, referred to above, should be adequate to provide, where necessary, a Complaints Committee, a special counsellor or other support service, including the maintenance of confidentiality.

The Complaints Committee should be headed by a woman and not less than half of its member should be women. Further, to prevent the possibility of any undue pressure or influence from senior levels, such Complaints Committee should involve a third party, either NGO or other body who is familiar with the issue of sexual harassment.

The Complaints Committee must make an annual report to the Government department concerned of the complaints and action taken by them.

The employers and person in charge will also report on the compliance with the aforesaid guidelines including on the reports of the Complaints Committee to the Government department.

Worker's Initiative

Employees should be allowed to raise issues of sexual harassment at a workers' meeting and in other appropriate forum and it should be affirmatively discussed in Employer-Employee Meetings.

Awareness

Awareness of the rights of female employees in this regard should be created in particular by prominently notifying the guidelines (and appropriate legislation when enacted on the subject) in a suitable manner.


Third Party Harassment

Where sexual harassment occurs as a result of an act or omission by any third party or outsider, the employer and person in charge will take all steps necessary and reasonable to assist the affected person in terms of support and preventive action.

The Central/State Governments are requested to consider adopting suitable measures including legislation to ensure that the guidelines laid down by this order are also observed by the employers in Private Sector.

These guidelines will not prejudice any rights available under the Protection of Human Rights Act, 1993.




Officiating Principal
D.K. Mahila Mahavidyalaya
Kurkheda Dist. Gadchiroli

Cell at College/Society level

D.K.Mahila Mahavidyalaya,kurkheda

Cell at College/Society level


1. Name of the Appellant	
2. Age & Sex	
3. Positions (Principal/ Head of Department/Teacher/Student/Non-Teaching Employee)	
4. Name of the College/Department/ Administrative Section:	
5. Residential Address of the person who is launching Appeal:	
6. Phone Numbers Landline – Office: Landline – Resi. Mobile :	
7. E- mail Address :	
8. Name of the Committee against whom the Appeal is made	
9. Name of the College:	
10. Details of College/ Department / Section in the College	
11. Nature of Appeal with details of the inquiry held by respective Committee:	
12. Attachments/Documents of evidence, if any for launching Appeal	

(Note: - A copy of original complaint in the respective case should be attached)

Date:-

Place: -

Signature


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