



## **POLICY DOCUMENTS:**

### **ANTI-RAGGING CELL:**

Ragging involves abuse, humiliation, or harassment of new entrants or junior students by the senior students. It often takes a malignant form wherein the newcomers may be subjected to psychological or physical torture. It is strictly prohibited and shall be dealt with firm hand, under the existing penal provisions. Any violation of ragging and disciplinary rules should be urgently brought to the notice of the Principal. The cell of the college is committed to act promptly after getting the information of ragging in and around the college campus. Whosoever, directly or indirectly, commits or participates in or abets or propagates ragging within the educational institution shall, on conviction, be punished by expelling him or her from the college. However, the institution has recorded zero rate of ragging over the years.

### **STUDENTS' GRIEVANCE REDRESSAL CELL:**

Grievance Cell is constituted for redressal of the grievances of faculty, staff & students. Meetings of the Cell are conducted regularly to examine the grievances of faculty, staff, and students, and the Cell proposes necessary measures to be taken by the Administration to resolve the same.

#### **The composition of the GR Cell:**

**Dr. Dipesh Ch Bhagabati( Principal/ Chairman)**

**Ms.Mamani Devi (Convenor)**

**Dr. Jogesh Deka (Member)**

**Dr. Banajit Baishya (Member)**

**General Secretary, Students' Union**

## **ANTI-SEXUAL HARASSMENT CELL:**

### **Introduction:**

According to the Supreme Court Judgment, Sexual harassment includes such unwelcome sexually determined behaviour (whether directly or by implications) such as following:

- Physical contact and advances;
- A demand or request for sexual favors;
- Showing pornography;
- Any other unwelcome, physically, verbal or non-verbal conduct of sexual nature

The Judgment further states that “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 any 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 women have 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 that adverse consequences might be visited if the victim does not consent to the conduct in question or raises any objection thereto.”

According to the Code of Conduct at work place prepared by the National Commission for Women in 1998, sexual harassment includes such unwelcome sexually determined behaviour by any person either individually or in association with other persons or by any person in authority, whether directly or by implications, such as the following:

- Eve Teasing;
- Unsavory remarks;
- Jokes causing or likely to cause awkwardness or embarrassment;
- Innuendos and taunts;
- Gender based insults or sexist remarks;

- Un welcome sexual overtone in any manner such as over telephone(obnoxious telephone calls) and the like;
- Touching or brushing against any part of the body and the like ;
- Displaying pornography or other offensive or derogatory pictures, cartoons, Pamphlets or saying;
- Forcible physical touch or molestation;
- Physical confinement against one's will and any other act likely to violate ones' Privacy;

### **Constitution of Internal Complain Committee regarding Sexual Harassment in SBMS College:**

An Internal Complain Committee regarding Sexual Harassment has been constituted with a view to provide healthy and congenial atmosphere to all the students and the staff members. The committee was constituted to meet the four basic objectives:

- (a) To develop the guidelines and norms for a policy against sexual harassment
- (b) To develop principles and procedures for combating sexual harassment
- (c) To work out details for the implementation of the policy
- (d) To prepare a detailed plan of action

### **Composition of the Internal Complain Committee on Sexual Harassment:**

President	Dr. Dipesh Ch Bhagawati,contact no-9435103147
Chairperson	Ms. Mamani Devi,contact no-9435109206.
Members	Ms. Banti Bora
	Ms. Dipali Kalita
	Dr.(Ms.) Nandini Kakati
	Dr.Anima Baishya
Non- teaching staff	Ms. Geetali Das
Legal Adviser	Mr. Jyotirmoy Sarma, Advocate, Gauhati High Court
Medical Counselor	Dr. Deepak Das

N.G.O Representative	Ms. Mamani Das
Student Representative	Girls Common Room secretary

### **Procedure of the Complaint:**

- A complain of sexual harassment may be lodged with any member of the committee in writing by the complainant;
- Under special circumstances an individual who may be friend/colleagues/ teacher/parent of the complainant, may make a written complaint on behalf of the complainant;
- A written complaint may be addressed to the President/Chairperson of the Anti-Sexual Harassment Committee ;

### **Immediate Action:**

- The members of the Committee should immediately provide initial support and consultation to the victim;
- The Committee is committed to resolve the dispute through an informal discussion. However, if the dispute cannot be resolved through such means, an Enquiry Committee shall be set up where 50% are from women. This is headed by a Woman and will have one outside member preferably from an NGO.

### **Procedure for the Enquiry:**

- The Enquiry Committee shall investigate into the issue, by laying down its own procedures. It may consult a lawyer, doctor and a counselor as the need may be ;
- The Committee shall submit its report within four week according to its need;
- The complainant shall have the right to appeal to the President of Governing Body of the College if, she/he is not satisfied by the action taken by the Anti-Sexual Harassment Committee.



### **Punitive Action:**

An employee of the SBMS College drawing salary/remuneration from the College found guilty of sexual harassment shall be liable to give a written apology to the victim and any of the following punitive action may be taken:

- Suitable Censure warning;
- Dismissal from service.

### **For Student:**

- Suitable censure warning;
- Expulsion from the institution;
- Rustication from the College;

