

5.1.5. The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

- 1. Implementation of guidelines of statutory/regulatory bodies**
- 2. Organization wide awareness and undertakings on policies with zero tolerance**
- 3. Mechanisms for submission of online/offline students' grievances**
- 4. Timely redressal of the grievances through appropriate committees**

➤ **Guidelines for Anti-Ragging Committee**

Identification of Ragging

- Any conduct by any student/s whether by words spoken or written or by an act which has the effect of teasing, hitting, or handling with rudeness a fresher or any other student/s.
- Indulging in anti-discipline activity/activities that may cause annoyance, hardship, physical or psychological harm or raise fear of apprehension.
- Any act that prevents disrupts or disturbs the regular academic activity of any student.
- Any act of physical abuse, be it sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures that cause bodily harm or any other damages to the physical or mental health of a person.
- Any act that affects the mental health and self-confidence of a fresher or any student.

Administrative Action in the Event of Ragging

Any student found guilty of ragging and/or abetting ragging, be it actively or passively or being a part of conspiracy to promote ragging would be liable to the following punishments, namely:

- Suspension from attending classes and academic program
- Withholding/withdrawing scholarship/fellowship and other benefits
- Debarring from appearing in any test/examination or other evaluation process
- Withholding results
- Debarring from representing the institution in any regional/national or international meet, tournament, youth festivals etc.
- Cancellation of admission
- Rustication from the institution
- Expulsion from the institution and consequent debarring from admission to any other institution for a specific period.

Committee Members

- Dr. Mausumi Singh (Senguta)- Principal and Convener
- Dr. Shibani Sharma
- Dr. Kiran Sipani
- Smt. Jhumur Mondal (NSS Programme Officer)
- Smt. Sunita Saha
- Sri. Soumyatanu Adhikary

In the session 2021-2022, the college was closed for many months due to pandemic. No cases were reported against ragging in the 4-5 months that the college was open.

➤ **Guidelines for Internal Complaints Committee for Prohibition and Redressal of Sexual Harassment of and Students (and women staff) in HEIs:**

The college is committed to nurture an environment of work and study free of sexual harassment, intimidation or exploitation. All members of the institute, are subject to these guidelines and any violation of any of the guidelines and any report against sexual harassment should be addressed with sincere and prompt actions. The mode of action to be taken against the convicted would be determined by the nature and gravity of. The college would strictly maintain the confidentiality and privacy of the individuals reporting or accused of sexual harassment to the extent reasonably possible.

Objective

- i. Prevention of discrimination and sexual harassment through ensuring an environment of gender equality among students and employees
- ii. To lay down the procedures for the prohibition, resolution, settlement and prosecution of acts and discrimination and sexual harassment by the students and employees
- iii. To deal strictly with the acts of discrimination and sexual harassment against the students or employees with stipulated time in order to ensure support services to those ones who lodge complaint against abuse or harassment of any kind.
- iv. To recommend and implement strict punitive action against the alleged person if allegation is supported by sufficient evidence or witness.

Committee Members:

- Dr. Mausumi Singh (Sengupta)- Principal and Convener
- Dr. Shibani Sharma
- Dr. Kiran Sipani
- Dr. Suchismita Das

Complaints and Redressal Procedures

The Committee deals with issues relating to sexual harassment of students, staff or faculty at the College. Any victim or third party may file a written complaint on discrimination or sexual harassment which should be addressed by the Convener of the committee. This should be remembered that as per the Guideline of honorable Supreme Court of India a case of sexual harassment is to be defined as unwelcome and condemnable sexually determined behavior and strict disciplinary actions with zero tolerance would be taken against the accused on the basis of the validity of evidence and/or witness.

In the session 2021-2022, the college was closed for many months due to pandemic. No cases were reported against sexual harassment in the 4-5 months that the college was open.

➤ **Members of Grievance Redressal Committee:**

- Dr. Mausumi Singh (Sengupta)- Principal and Convener
- Dr. Asit Kumar Mondal (Superannuated Teacher and Commerce-In-Charge)
- Dr. Rimi Datta (Teaching staff)
- Smt. Purnima Mukherjee (Non-teacher staff)
- Sri Rajeev Mishra (Non-teacher staff)

In the session 2021-2022, the college was closed for many months due to pandemic and was opened for 4- 5 months only in the second half. In these few months, no such incident took place, however, small case of students' grievances was resolved by the departmental teachers and staff.

Thus, no meetings were held by Anti-Ragging Committee, Internal Complaints Cell Committee and Grievance Redressal Committee.