



**“Some decisions are made out of compassion, not compulsion”**

- Vishaka holds great historic significance when we deal with sexual harassment. It represents a landmark event where women collaborated and unanimously fought for what is right.
- Be a part of a revolution in work ethics and corporate code of conduct.
- Training the employees helps creating awareness of sexual harassment.
- Let no woman be demoralized to come to work and let no woman become a victim to overpowering men.
- Join hands in being zero tolerant for any form of harassment at workplaces

# WHAT CONSTITUTES SEXUAL HARASSMENT?



## UNWELCOME CONDUCT OF SEXUAL NATURE

Behavior which creates an environment that is intimidating, hostile, offensive, humiliating for women employee.

## SHOWING PORNOGRAPHY

Showing any sexually explicit visual material in the form of pictures / cartoons / pinups / calendar / screensavers on computers / any offensive written or electronic material / including / including pornographic.



## PHYSICAL CONTACT & ADVANCES

Subjecting another person to an unwelcome act of physical intimacy including grabbing, brushing, touching, including sexual flirtations advances or propositions.



## DEMAND AND REQUEST FOR SEXUAL FAVOURS

Making an unwelcome demand or request whether directly or by implication for sexual favors and/or making it a condition of employment / payment of wages / increments / promotion / preferential treatment / threat to detrimental treatment in employment /threat to current or future employment status or similar act.



# VISHAKHA GUIDELINES



**Vishakha Samiti**, also known as the **Vishakha Committee**, plays a crucial role in addressing issues related to sexual harassment in workplaces and educational institutions. Let's explore its composition and guidelines:

### 1. Formation and Purpose:

- The **Vishakha Samiti** was established by the **Government of India** to address and prevent sexual harassment at workplaces.
- It is named after the landmark **Vishakha vs. State of Rajasthan** case, where the Supreme Court laid down guidelines to prevent and address sexual harassment in workplaces.

### 2. Composition:

- The committee typically includes senior female employees or officers.
- In each office or organization, the committee is responsible for creating a safe environment for women, ensuring that no form of sexual harassment occurs, and taking necessary actions if any complaints are received.

### 3. Guidelines and Responsibilities:

- The committee's primary responsibilities include:
  - Creating awareness about sexual harassment prevention.
  - Investigating complaints promptly and impartially.
  - Recommending appropriate actions based on the findings.
  - Maintaining confidentiality during the investigation.
  - Ensuring a safe and respectful workplace for all employees.

### 4. Legal Framework:

- The **Vishakha Guidelines** were incorporated into the **Maharashtra Civil Services Rules** to address sexual harassment in government services.
- These guidelines provide a framework for setting up **Internal Complaints Committees (ICCs)** in various offices and institutions.

Our college has constituted a **Vishaka Committee / 'Women's Grievance Redressal Cell'** as per the orders of the Supreme Court (Vishaka Judgement), 'Sexual Harassment at Workplace Act, 2013' rules with the aim of promoting gender equality and women empowerment among students and staff members.. The cell takes care of the grievances of girl students and female staff members related to gender discrimination, violence and sexual harassment on the campus. It is dedicated to create an environment on the campus where every female feels safe. The principle of gender equality is enshrined in the Indian Constitution. At R. C. Patel Arts, Commerce and Science College, we strongly believe that women and men have right to live as free and equal human beings and this equality should exist in all areas of life. All the activities conducted by the cell are directed towards successful execution of this goal.

**The objectives of the women's grievance cell are as follows:**

- To create an environment of gender justice where men and women work together with a sense of personal security and dignity.
- To create awareness amongst students about the issues related to the youth, girls in particular.
- To disseminate knowledge about rights and laws related to women.
- To create awareness amongst students about the problems faced by women due to gender issues.
- To enhance the self-esteem and self-confidence of girl students, women faculty and staff.
- To foster decision-making ability in girl students for making informed choices in areas like education, employment and health.

**Vishaka Cell / Women's Grievances Redressal Cell**

- Dr. D. R. Patil, Principal, R. C. Patel Arts, Commerce and Science College - Chairperson
- Dr. J. P. Mahashabde - Convener
- Dr. A. G. Sonawane - Member
- Dr. R. S. Pawar - Member
- Dr. Varsha Wadile – NGO Member
- Dr. Anita B. Jadhav - Member
- Dr. Shubhangi Pingale - Member

# Standard Operating Procedure (SOP)

for

## Vishaka Committee / 'Women's Grievance Redressal Cell'

### Complaint mechanism:

#### Stage One: Receipt of the Complaint

Receive and acknowledge receipt of the complaint.

Meet and talk to the complainant to explore options for formal and informal resolution.

Informal mechanism

Formal mechanism

Respondent and Response

#### Stage Two: Planning Carefully

Prepare the file

Consideration

#### Stage Three: Interview

Prepare an interview plan for the hearing: Complainant Witness and respondent.

Assess the completeness of the information collected

#### Stage Four: Reasoning

Analyses and assess the information gathered during the inquiry.

Create a timeline to help establish the sequence of events related to the complaints.

Compare similarities and differences within each of the statements made by interviews.

#### Stage Five: Finding and Recommendation

Finding

Recommendations

Report