

MAEER's

MIT | Arts, Commerce
& Science College

(Affiliated to Savitribai Phule Pune University)



Policy & Procedure

Women's Grievance Committee

(To be implemented from (2014-15))

Women's Grievance Committee

Date: - 11 Aug 2014

Objectives:

- To provide an exclusive platform to women employee and girl students to air their grievances either in person or in writing.
- To devise welfare schemes for women employees and girl students.
- To establish dignity, self-esteem and respect for women without any gender bias in the system
- To express prohibition of sexual harassment inside the campus by notification, publication and circulation in appropriate ways.

Functions of the Cell

The office of the Cell is an educational resource as well as a complaint centre for the members of the faculty, staff and students of the College. Its mandates are,

- To provide a neutral, confidential and supportive environment to the members of the campus community who may have been sexually harassed.
- To ensure the fair and timely resolution of sexual harassment complaints.
- To provide information regarding counselling and support services on the campus.
- To ensure that students, faculty and staff are provided with current and comprehensive materials on sexual harassment and assault.
- To promote awareness about sexual harassment through educational initiatives that encourage and foster a respectful and safe campus environment.

The Cell seeks to inform the campus community about their right to have a respectful work and learning environment. It believes that we practice respect, exercise empathy in our interactions with others and we do not hurt anyone through what we say or do. It will create a new campus that is free of sexual harassment. Respect to all in the campus community is thus the focus.

The Complaint Mechanism & Procedure to file/report a complaint:

- The complainant will have to submit a written and signed complaint addressed to the Convenor of the Cell.



- The committee will call the complainant for a personal meeting, usually within a week from the submission of the written complaint.
- The members of the Cell will discuss the complaint.
- If the case falls outside the purview of the Cell, the complainant will be informed about the same by the appropriate authority.
- If the case comes under the purview of the Cell, an enquiry committee will be set up. The Committee will submit a report and recommend the nature of action to be taken at the earliest by the appropriate authority.

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Mayuri Bapat
Convenor



[Signature]
Dr. B.B. Waphare
Principal