

**Government Autonomous
Girls Post Graduate
College of Excellence,
Sagar M.P.**



**HAND BOOK
FOR GENDER
EQUITY POLICY**





**GOVT. AUTO. GIRLS P.G.
COLLEGE OF EXCELLENCE,
SAGAR (M.P.)**



**HAND BOOK FOR
GENDER EQUITY
POLICY**

Email id :heggpgcsag@mp.gov.in
Website :<https://ggpgcs.com>
Contact No. :07582-404480

f'k{k k ,oa dkS'ky ls l{k e ^^'kfä**

All human beings deserve equal treatment, no matter their gender identify or sexuality

Gender Sensitization Policy

Govt. Auto. Girls P.G. College of Excellence, Sagar is an institution with more than ten thousands girls student. It is the need of the time to bring the women half population of India into the mainstream Socio-Economics for the development of the nation. College is well prepared to handle and respond to gender sensitive issues and provide an environment. As per the guidelines of the UGC and Govt. of Madhya Pradesh the college has framed a committee to look into the matter relating to women welfare and harassment redressed with a sense of personal security and dignity. For this purpose the institute has set up cell Sexual Harassment Against Women Cell. The cell engrosses the awareness about gender issues and working towards and creating an enabling environment of gender as well as women justice. The college also organizes various awareness programs for girls such as the legal rights of women through Legal Advisors, Police Officials, NGOs, etc. Various self defense training programs are also organized for girl students.

The gender equity and empowerment of women is one of the most important criteria of abalanced society. To achieve this, our college has prepared an action plan for addressing this concern through our curriculum, extracurricular and extension activities. The objective of the plan is to bring a positive change in the attitude and support equity among genders within the institute and in our outreach.

A gender appropriate environment in learning, teaching, research, administration and management can be expressed in the form of Policy the Institute has framed. This policy will be guided by the provisions of many such documents at national level. The basic ideas envisaged in the policy cover the provisions made in UGC Saksham Measures for Ensuring the Safety of Women and Programs for Gender Sensitization in Campuses.

Gender : The term 'Gender' in a broader context refers to social constructions of attributes, relationships and opportunities associated with being male and female. Employee means any person who is a current employee of the Institute. It includes permanent, fulltime, part- time, and contracted staff. Student means any person registered in the Institute currently for academic purposes. Equity means fair and equal treatment for all based on their needs. To ensure equity rights, benefits, obligations and opportunities are provided without gender bias.

Objectives of the Policy :

Main objectives of Gender Sensitization are:

- Fostering gender equality in all aspects of college life and throughout the college community for which College has established sexual harassment against women cell. Two meetings in a year are organised for the complaints.
- Empowering women with skills and self-confidence necessary for the participation in the development process of the nation. In this regard college organises self defense camp, Judo Karate, Wrestling Camp.
- Maintaining a favorable and dignified atmosphere for women staff and girl students in the college by disallowing any act of harassment or exploitation. The Cell cares for it.
- Proper washroom with sanitary napkin vending machine are for girls and staff.
- Developing and enhancing the leadership skills and organizational capabilities for female students and faculties. Students are introduced in different committees of college like Student Union, Yuva Utsav, Antiragging Committee etc. Therefore promoting gender balance in various decision-making capacities.
- Building a conducive environment to ensure equal opportunities for women to take up leadership positions in both academic and administrative arenas.
- Raising awareness towards women's role in socio-economic development of the society and country as a whole.
- Creating awareness on women related issues through extension services. Health Checkup Camps, Nutritional Awareness, Legal Rights Awareness Camp are organised.
- Providing counseling, guidance and life skill education to girl students.
- To provide overall guidance to the peer group in integrating/mainstreaming gender in all activities of the Institution in the form of focused group discussions, debates, poster making competitions etc.

SCOPE OF THE POLICY-

This policy covers any act of injustice, violence, discrimination and insensitivity to any female employee or student in the institute related to Membership in Committees, Leave sanction, Admission Process and Enrolment, Curriculum, Evaluation, Participation in Events and Programs, Research, Use of Facilities and Resources and Training, etc.

- One of the important ways to achieve gender equality is to have a safe space that will not

represent injustice and violence against women.

- To make aware of various Government policies welfare schemes of Girls students and Women staff of College
- To promote inclusiveness, tolerance, harmony and women's empowerment among the students and staff.
- To conduct activities like Blood donation camp involving Girls Student, AIDS awareness, female foeticide, dealing with COVID-19 pandemic, etc in order to give back to the society.
- To promote activities related to health, nutrition, self-defense and entrepreneurship among the female students.
- To conduct workshops related to cybercrime, safety and security in hotels and career enhancement for female students.
- To provide professional counseling to the students.
- In formation of Committees, the representation of women will be mandatory.
- In keeping with national policies, women specific leave will be granted.

Action Taking Plan Schedule

S.N.	Action to be taken	Responsible person	Frequency
1.	Counseling for students and faculty members	Staff Advisors/HODs/ Principal	Continuous process
2.	Regular meetings of anti ragging/women and student grievances redressal committees for monitoring and evaluation of gender equality in the institution.	Conveners of the committees concerned	Minimum two Meeting every year
3.	Organizing self-defense training camp for all girls students and women faculty of the college.	Organizers by Sports Department	Proposed Once (15 days)
4.	Organizing seminars and workshops for students on	Coordinator Woman grievances Redressal	Minimum two every year

	gender quality awareness	cell and cultural committee in-charge	
5.	Organizing training about gender equality, legal right's women rights health check up for the stakeholders in the institution.	Expert and Coordinator Women grievances Redressal cell	Minimum two every year
6.	The development and implementation of all institutional policies of women welfare	Principal	
7.	Celebrate the International Women's Day – the 8th of March	Cultural Department, NSS and NCC	

Guidelines against SexualHarassment at Workplace

Guidelines and norms laid down by the Hon'ble Supreme Court in Vishakha 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:

- Express prohibition of sexual harassment as defined above at the work place should be notified, published and circulated in appropriate ways.
- 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.
- 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.

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 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.

"No one should ever be limited by stereotypes of gender."

**PRINCIPAL
(DR. ANAND TIWARI)**





GOVT. AUTO. GIRLS P.G. COLLEGE OF EXCELLENCE, SAGAR (M.P.)



PEOPLE (Social)

- 1 NO POVERTY
- 2 ZERO HUNGER
- 3 GOOD HEALTH AND WELL-BEING
- 4 QUALITY EDUCATION
- 5 GENDER EQUALITY
- 10 REDUCED INEQUALITIES
- 16 PEACE, JUSTICE AND STRONG INSTITUTIONS

SUSTAINABLE DEVELOPMENT 3 Pillars and 17 Goals

PLANET (Environment)

- 6 CLEAN WATER AND SANITATION
- 7 AFFORDABLE AND CLEAN ENERGY
- 13 CLIMATE ACTION
- 14 LIFE BELOW WATER
- 15 LIFE ON LAND

PROFIT (Economy)

- 8 DECENT WORK AND ECONOMIC GROWTH
- 9 INDUSTRY, INNOVATION AND INFRASTRUCTURE
- 11 SUSTAINABLE CITIES AND COMMUNITIES
- 12 RESPONSIBLE CONSUMPTION AND PRODUCTION
- 17 PARTNERSHIPS FOR THE GOALS

