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SHREEMATI NATHIBAI DAMODAR THACKERSEY
WOMEN'S UNIVERSITY

1, Nathibai Thackersey Road,
Mumbai - 400020.
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Ref. No. : REG-125/2010-2011/86

CIRCULAR

The S.N.D.T. Women's University has constituted a 'Complaints Committee for Prevention of Sexual Harassment at Workplace' as per the Supreme Court Guidelines in the case of Vishaka Vs State of Rajasthan and Others to look into the grievances of women employees / students in respect of sexual harassment at work place/institutions and to make recommendations in respect of actions to be taken.

The aforesaid 'Complaints Committee' consisting of the undernoted members will look in to the grievances of women employees / students of the University and its Conducted Colleges and Departments as well as work as an 'Appellant Committee' for matters relating to Affiliated Colleges.

1. Ms. Flavia Agnes : Chairperson / NGO Representative
2. Dr. B.B. Pradhan : Member
3. Dr. Vandana Chakrabarti : Member
4. Dr. Vibhuti Patel : Member
5. Shri. Rajendra Masane : Member
6. President Student's Council : Member
7. Mrs. Nilofer K. Ahmed : Member Secretary

The Affiliated Colleges of the University will have to constitute similar 'Complaint Committee' in their respective colleges as per the Guidelines of Vishaka Vs State of Rajasthan and Others (copy enclosed)

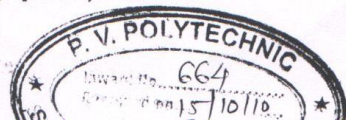
Any matter / complaint in the afore stated context should be submitted to Mrs. N.K. Ahmed, Member Secretary of the aforesaid committee and Dean of Students, Department of Students' Welfare, S.N.D.T. Women's University, First Floor, above Patkar Hall, Mumbai - 400 020. Contact No - 022 - 22072209 / 22018893.

Definition of Sexual Harassment

Sexual harassment is any unwelcome behaviour of sexual nature in the working or learning environment. It includes but is not limited to the following behaviours:

1. Demanding sexual favours in exchange for preferential treatment or something of value
2. Penalizing a person for refusing to submit to a sexual advance
3. The sexually determined behaviour given below would also constitute sexual harassment when it is pointed out that this behaviour is unacceptable:
 - a. Making unwelcome, offensive, or inappropriate sexually suggestive written or verbal comments, gestures, or jokes, or remarks of a sexual nature about a person's appearance, gender, or conduct.
 - b. Standing too close, inappropriately touching, cornering or stalking a person.
 - c. Unwelcome questioning about a person's private life suggestive comments about a person's physical appearance or sexuality displays of erotic or sexually graphic material.(posters, photographs etc)

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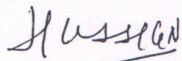
4. Using derogatory sexual terms for a person.
5. Displaying offensive or inappropriate sexual illustrations or language anywhere by virtue of employment. (This includes clothing with obscene words, pictures etc.)
6. Requests for sexual favours, either directly or by implication deliberate physical contact such as kissing, touching or fondling, embracing, patting, pinching and brushing against another person, wolf whistles, catcalls, leering or offensive staring and gesturing, unwelcome social invitations or obscene or unsolicited communications by co-workers either at work or at home or when on field/traveling for work.

Punishments

It is a punishable offense. The action taken against an employee found guilty of indulging in sexual harassment at workplace could be one or more of the following:-

- Demand for written apology
- Stopping increment for one year
- Disinvesting of certain powers
- Or any such suitable action including suspension, demotion, termination from service

**As per the Directive of the Supreme Court of India,
it is mandatory to ensure safety of women at workplace**


(Dr. Madhu Madan)
Registrar

To:

- Hon'ble Madam Vice-Chancellor's Secretariat for information
- All Statutory Officers
- All Members of Complaints Committee of the University
- Registrar's Secretariat
- All Principals of Conducted and Affiliated Colleges of S.N.D.T. Women's University in the state of Maharashtra
- Heads of Departments / Directors of Institutions / Coordinators of the Churchgate, Juhu & Pune Campuses.
- All Deputy Registrars / Assistant Registrars
- Notice Board