

BHAGWAN PARSHURAM INSTITUTE OF TECHNOLOGY: PSP-4 ROHINI.

No. F.1/BPIT/ICC/2023/1679

Dated: 08-08-2023

CIRCULAR

Sub: Sexual Harassment of Women at work place (Prevention, Prohibition & Redressal) Act, 2013 (14 of 2013 and University Grants Commission (Prevention, Prohibition & Redressal of sexual harassment of Women Employee & Student in Higher Educational Institution (HEI) Regulation 2015.

Reference: Letter No. DHE.1(19)Estt./2013-14/Pt. file/49393-410 dated 08-09-2022 received from Admin. Officer (HE), GNCTD Board of Technical Education, Pitampura Delhi & Letter No. F.11/69/2021/HP-II/8603 dated 24-08-2023 Home Department and Delhi Secretariat IP Estate New Delhi.

1. In connection with the subject and reference cited above, it is brought to the kind notice of all the concerned that the Institute in compliance of the University Grants Commission (Prevention, Prohibition & Redressal of sexual harassment of Women employee & students in Higher Educational Institution (HEIL) Regulations,2015 has constituted an Internal Complaint Committee (ICC) under sub Regulation (1) of Regulation-4 of these Regulations to deal with the matters as per said regulations, the details of which is given below:

i)	Dr. Arunima	Presiding Officer
ii)	Mr. M.S.Vats	Member
iii)	Dr. Deepika Sandil	Member
iv)	Dr. Achal Kaushik	Member
v)	Ms. Rachna	Member
vi)	Dr. Shikha	Member

2. As per clause 'E' of para-3 of the Regulations, 2015, referred in para-1 above the Institute commit itself to a Zero tolerance policy towards sexual harassment.
3. As per clause 'K' of para-2 of University Grants Commission Prevention, Prohibition & Redressal of sexual harassment of Women Employee & Student in Higher Educational Institution Regulation 2015,the sexual harassment means/constitutes the following:
4. "An unwanted conduct with sexual undertones if it occurs or which is persistent and which demeans, humiliates or creates a hostile and intimidating environment or is

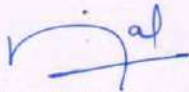
calculated to induce submission by actual or threatened includes any one or more all of the following unwelcome acts or behavior (whether directly or by implication), namely:

- a. Any unwelcome physical, verbal or non-verbal conduct of sexual nature;
 - b. Demand or request for sexual favours;
 - c. Making sexually coloured remarks;
 - d. Physical contact and advances; or
 - e. Showing pornography;
 - f. Any one (or more than one or all) of the following circumstances, if it occurs or is present in relation or connected with any behavior that has explicit or implicit sexual undertones;
 - g. Implied or explicit promise of preferential treatment as quid pro quo for sexual favours;
 - h. Implied or explicit threat of detrimental treatment in the conduct of work;
 - i. Implied or explicit threat about the present or future status of the person concerned;
 - j. Creating an intimidating offensive or hostile learning environment;
 - k. Humiliating treatment likely to effect the health, safety dignity or physical integrity of the person concerned;
5. As per the referred Regulation, 2015 there is recourse available for the employees or students, in case, they are victim of sexual harassment. As per para-4 of the said Regulation 2015, there is a Grievance Redressal Mechanism according to which the Institute has constituted an Internal Complaint Committee (ICC). The Constitution of which is given in para-1 above.
6. As per para-7 of the said Regulation 2015, **the process of making compliant of sexual harassment by an aggrieved person is given as under:**
- a) An aggrieved person is required to submit a written complaint to ICC within three months from the date of the incident and in case of a series of incidents within a period of three months from the date of the last incident.
 - b) Provided that where such complaint cannot be made in writing, the Presiding Officer or any Member of the Internal Committee shall render all reasonable assistance to the person for making the complaint in writing:
 - c) Provided further that the ICC may, for the reasons to be recorded in writing, extend the time limit not exceeding three months, if it is satisfied that the circumstance were such which prevented the person from filing a complaint within the said period.
 - d) Friends, relatives, colleagues, co-students, psychologist, or any other associate of the victim may file the complaint in situations where the aggrieved person is unable to make a complaint on account of physical or mental incapacity or death.

7. **Where/to whom to make complaint**-An aggrieved person can submit a written complaint address to the Chairperson, ICC BPIT PSP-4 K N KATJU MARG ROHINI NEW DELHI .

- a) For complete details the concerned Employee/student may refer the Order of ICC uploaded on Institute's website.
- b) Any employee/student/subject covered under these regulations intent to seek any help/guidance in the related issues may also contact the Chairperson or any member of ICC.

The above information about the provisions of Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act 2013 and Rules made there under is to sensitize/make aware the employees/students of the Institute as to what constitute the sexual harassment under the Act and the process of making complaint in case of sexual harassment to the ICC.



(PROF. PAYAL PAHWA)
PRINCIPAL/BPIT