



OFFICE OF THE PRINCIPAL

এছ. বি. দেওৰা মহাবিদ্যালয়  
**S.B. DEORAH COLLEGE**

(Accredited with 'B' Grade by NAAC)

ULUBARI, GUWAHATI-781007

Ph.: 0361-2523172

E-mail : sbdeorahcollege@gmail.com, info@sbdeorahcollege.org.in

website : www.sbdeorahcollege.org.in

Date : 21/09/22

Ref.....

**Gender Sensitisation Committee Against Sexual Harassment (GSCASH)**

**S. B Deorah College, Ulubari, Guwahati**

Article 21 of the Constitution of India assures every individual the right to live with human dignity, free from exploitation. The State, therefore, is under a constitutional obligation to see that there is no violation of the fundamental right of any person. Keeping with this, and in pursuance of UGC (Prevention, prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015 read with Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the GSCASH of S. B. Deorah College is constituted. GSCASH is the instrument of the college for addressing issues/grievances/cases of sexual harassment and recommending their redressal. It is in this spirit that the GSCASH is formulated to prevent sexual harassment of women on the campus. The policy extends to all students, faculty, staff, officers of the college. The Committee will take cognizance of all forms of sexual harassment in the college and will promote gender sensitization.

**Functions of GSCASH**

GSCASH has two major functions: Preventive and Remedial

- To organize programmes for the gender sensitization of the campus community through workshops, seminars, posters, film shows, debates, skits, etc.
- To conduct at least one major activity per semester involving large sections of the campus community.

S.B. Deorah College  
Principal  
Ulubari, Guwahati-7



OFFICE OF THE PRINCIPAL

এছ. বি. দেওৰা মহাবিদ্যালয়  
**S.B. DEORAH COLLEGE**

(Accredited with 'B' Grade by NAAC)

ULUBARI, GUWAHATI-781007

Ph.: 0361-2523172

E-mail : sbdeorahcollege@gmail.com, info@sbdeorahcollege.org.in

website : www.sbdeorahcollege.org.in

Date : 21/09/22


Ref.....

- To work towards creating an atmosphere of promoting equality, non-discrimination, and gender sensitivity.
- To promote and facilitate measures to create a work and study environment that is free of sexual harassment.
- To receive and take cognizance of complaints made about sexual harassment at the college and give every complaint serious consideration.
- To conduct Crisis Management, Mediation and Counselling.
- To conduct enquiries into the complaints, place findings and recommendations regarding penalties against the harasser in accordance with the rules and procedures laid down by the GSCASH, before the College Administration.

### Composition of the GSCASH

The GSCASH shall have a maximum of ten members. The composition of the member is listed below.

- A presiding officer who shall be a woman employed at the workplace from amongst the employees.
- Four faculty members with a representation of different departments within the college.
- Student Representatives.

  
Principal  
S.B. Deorah College  
Ulubari, Guwahati-7





OFFICE OF THE PRINCIPAL

# এছ. বি. দেওৰা মহাবিদ্যালয় S.B. DEORAH COLLEGE

(Accredited with 'B' Grade by NAAC)

ULUBARI, GUWAHATI-781007

Ph.: 0361-2523172

E-mail : sbdeorahcollege@gmail.com, info@sbdeorahcollege.org.in

website : www.sbdeorahcollege.org.in


Ref.....

Date : 21/09/22

## Filing of Complaint

Registration of Complaints: Registration of complaints about incidents of sexual harassment shall be a preliminary step for filing of complaints and formal enquiry.

- Complaint Filing Process: Any student, faculty or staff member may lodge a complaint of sexual harassment against a student, resident, service provider or a member of the academic or non-teaching staff. Third party complaints and witness complaints shall be entertained.
- Complaints can be lodged directly with any member of GSCASH, or through existing channels for lodging grievances, such as the college authorities, wardens, teachers, students, union/association representatives, administrative superior, etc. If the complaint is made through any such channel, the person to whom the complaint is made should bring it to the notice of GSCASH within one week of its receipt by her/him.
- After receiving the complaint, the GSCASH member to whom the complaint is made shall forward the same to the Complaints Screening Committee. As far as possible the attempt should be to explore whether mediation or conciliation can provide a suitable solution to the case. This would be desirable in so far as it can spare the trauma of formal procedures for both the complainant and the accused. In cases where there is a possibility of success of such an effort, the time span between receipt of first information about an incident and bringing it formally to the notice of GSCASH by the faculty or other concerned person, may be enhanced beyond one week but to a period less than two weeks from the date of the initial complaint.
- The complaint may be given in oral mode or in writing. If the complaint is oral, it shall be reproduced in writing by the GSCASH member receiving the complaint. Authenticated by the complainant under his/her dated signature or thumb impression as the case may be. Formal enquiry shall be done and the report along with suggestions will be submitted to the authority.
- Penalties will be as per the decision of the GSCASH representatives.

  
Principal  
S.B. Deorah Coll  
Ulubari, Guwahati