



Guru Gobind Singh Indraprastha University
Sector 16-C, Dwarka, New Delhi 110 078
University Students Grievances Redressal Committee (USGRC)

F-1/GGSIPU/IIC/Policy/2022-23/ 572

Dated: 31/10/22

CIRCULAR

Subject: 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 dt: 08.09.2022 received from Admin. Officer (HE), GNCTD, DHE, Board of Technical Education, Pitampura Delhi & letter no. F.11/69/2021/HP-II/8603-8603 dt: 24.08.2022, Home Department and Delhi Sectriatrate 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 University in compliance of the University Grants Commission (prevention, Prohibition & Redressal of sexual harassment of Women Employee & Student in Higher Educational Institution (HEI) Regulation, 2015 has constituted an Internal Complaint Committee (ICC) under sub Regulation (1) of Regulation-4 of these Regulations to deals with the matters as per said regulations, the details of which is given below:

- | | | | |
|-------|---|---|-------------|
| i. | Prof. Uditaneja, Professor, USMS, GGSIPU | - | Chairperson |
| ii. | Dr. Ranjith Kumar CT, Associate Professor, USBT, GGSIPU | - | Member |
| iii. | Prof. Vaishali Singh, Professor, USB&AS, GGSIPU | - | Member |
| iv. | Prof. Bharti Suri, Professor, USIC&T, GGSIPU | - | Member |
| v. | Prof. Queeny Pradhan, Professor, USL&LS, GGSIPU | - | Member |
| vi. | Ms. Girija Sahu, Centre for Advocacy & Research
H.No.-16A, Kalkaji, Main Market Road, New Delhi-19 | - | Rep. NGO |
| vii. | Shri. Y.S. Kataria, Assistant Registrar, GGSIPU | - | Convener |
| viii. | Ms. Astha Yadav, Technical Assistant, GGSIPU | - | Member |
| ix. | Shri. Jatin Soni, Enrol. No. 40316401517-Tech, USI,C&T | - | Member |
| x. | Ms. Rishika Kaushal, Enrol. No. 052116001315, M.Tech. USBT | - | Member |
| xi. | Ms. Pallavi Pal, Enrol. No.-0531650019, Ph.D, USLLS | - | Member |

2. As per clause 'E' of para-3 of the Regulation, 2015, referred in para-1 above the University 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 (HEI) 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 adverse consequences and includes any one or more or 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 Grievance Redressal Mechanism according to which the University 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 accorded in the 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, Internal Complaint Committee (ICC), Office of the Internal Complaint Committee, University Library Block, GGSIP University, Sector 16-C, Dwarka, New Delhi-110078. Email address icc@ipu.ac.in

- a. For complete details the concerned Employee / Student may refer Ministry of Human Resource Development (University Grants Commission) **Notifications** New Delhi, the 2nd May, 2016 (Prevention, Prohibition & Redressal of sexual harassment of Women Employee & Student in Higher Educational Institution (HEI) Regulation 2015 available on UGC website: ugc.ac.in
- b. Any employee / student / subject covered under these regulations intent to seek any help / guidance in the related issues may also contact / visit O/o of the ICC, Library Building GGSIP University (Tel. no. 011-25302998)

The above is for information of the employees / students of the University as initiative to sensitize / make them aware as to what constitute sexual harassment and the process of making complaint in case any of the employ / student face such a situations and desire so, to make complaint of sexual harassment to the Internal Complaint Committee (ICC).

This issued with the approval of the Competent Authority

Udita Taneja
20/10/22 (Prof. Udita Taneja)
Professor, USMS &

Chairperson of Internal Complaint Committee (ICC)

Copy forwarded to the following for information and n/a:

1. All Deans/Directors/Branch Heads/Centre.
2. Controller of Examination
3. Controller of Finance
4. Joint Registrar Admission branch
5. Joint Registrar, Affiliation
6. AR to the VC Secretariat
7. AR to the Registrar
8. Prominent University Notice Boards
9. Incharge, UITS (with request to upload the circular on the University website)
10. Office copy
11. Guard file

Udita Taneja
20/10/22 (Prof. Udita Taneja)
Professor, USMS &

Chairperson of Internal Complaint Committee (ICC)