



KRISTU JYOTI COLLEGE OF MANAGEMENT AND TECHNOLOGY

An ISO : 9001 - 2015 Certified Educational Institution
Affiliated to M.G. University, Kottayam
Approved by AICTE, New Delhi

POLICY ON PREVENTION OF SEXUAL HARASSMENT

Sexual Harassment is an offensive conduct with sexual undertones which demeans, humiliates or creates a hostile intimidating environment or is calculated to induce submission by actual or threatened adverse consequences. It includes any undesirable physical, verbal or non-verbal conduct of sexual nature.

As per guidelines issued by the Supreme Court, University Grants Commission (UGC) and National Assessment and Accreditation Council (NAAC), an Anti-Sexual Harassment Committee was established in Kristu Jyoti College of Management and Technology (KCMT) to provide a congenial atmosphere to the women staff and students of the college.

The purpose of this policy is to ensure a campus, free of sexual harassment and also to provide medico-legal support to such victims if any.

1. Objectives

The committee was constituted to meet the following objectives:

- To frame guidelines and norms to work out a policy against sexual harassment.
- To develop the principles and procedures for combating sexual harassment inside the campus.
- To assure confidentiality of the cases registered.
- To work out details for the implementation of the policy.
- To prepare a detailed plan of action, both short and long term.
- To recommend appropriate punitive action against those found guilty of the offence.



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- To ensure that students, faculty and staff are provided with current and comprehensive materials on sexual harassment and assault.
- To seek medical and legal intervention in incidents of sexual harassment.

2. Redressal Mechanism

- The Secretary, Anti-Sexual Harassment Committee shall maintain all records related to the functioning of the Committee and shall make these available to any authorized officer/authority for inspection.
- The Secretary should give a notice to the members to convene a meeting of the Committee as instructed by Chairman.
- Any person subject to sexual harassment in the campus may report (orally or any written mode) to the Principal, Tutor or any teaching staff.
- Any of these persons who receive such an information should bring it to the notice of the chairman or any member of the Committee.
- The Committee should conduct an enquiry into reported cases and obtain written and signed statements from the accused and complainant.
- If the accused is found involved in this case, the matter should be reported to the Principal for further legal action.
- Suitable disciplinary action should be taken against the accused by the college authorities.



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- The identity of the complainant should be kept confidential.
- The Committee should prepare a report showing involvement of the accused, including related statements and documents.
- If the accused is convicted by a court of law in this case, he should be dismissed from the college under intimation to the parents/guardian.
- The whole procedure should be completed within seven working days from the date of receipt of information/complaint.
