

# MAHARASHTRA PROHIBITION OF RAGGING ACT, 1999<sup>1</sup>

## MAHARASHTRA ACT NO. XXXIII OF 1999

(First published, after having received the assent of the Governor in the "Maharashtra Government Gazette", on the 15th May, 1999.

An Act to prohibit ragging in educational institutions in the State of Maharashtra.

WHEREAS it is expedient to enact a special law to prohibit ragging in educational institutions in the State of Maharashtra; It is hereby enacted in the Fiftieth Year of the Republic of India as follows :-

**1. Short title and commencement.**- (1) This Act may be called the Maharashtra Prohibition of Ragging Act, 1999.

(2) It shall come into force on such date as the State Government may, by notification in the Official Gazette, appoint.

**2. Definitions.**- In this Act, unless the context otherwise requires,-

- (a) "educational institution" means and includes a college, or other institution by whatever name called, carrying on the activity or imparting education therein (either exclusively or among other activities); and includes an orphanage or a boarding home or hostel or a tutorial institution or any other premises attached thereto;
- (b) "head of the educational institution" means the Vice-Chancellor of the University, Dean of Medical Faculty, Director of the Institution or the Principal, Headmaster or the person responsible for the management of the educational institution;
- (c) "ragging" means display of disorderly conduct, doing of any act which causes or is likely to cause physical or psychological harm or raise apprehension or fear or shame or embarrassment to a student in any educational institution and includes -
  - (i) teasing, abusing, threatening or playing practical jokes on, or causing hurt to, such student; or
  - (ii) asking a student to do any act or perform something which such student will not, in the ordinary course, willingly, do.

**3. Prohibition of ragging.**- Ragging within or outside of any educational institution is prohibited.

**4. Penalty for ragging.**- Whoever directly or indirectly commits, participates in, abets or propagates ragging within or outside any educational institution, shall, on conviction, be punished with imprisonment for a term which may extend to two years and shall also be liable to a fine which may extend to ten thousand rupees.

1. M. G. G. dated 15.5.1999 Pt. VIII, p. 666.

**5. Dismissal of student.**- Any student convicted of an offence under section 4 shall be dismissed from the educational institution and such student shall not be admitted in any other educational institution for a period of five years from the date of order of such dismissal.

**6. Suspension of student.**- (1) Whenever any student or, as the case may be, the parent or guardian, or a teacher of an educational institution complains, in writing, of ragging to the head of the educational institution, the head of that educational institution shall, without prejudice to the foregoing provisions, within seven days of the receipt of the complaint, enquire into the matter mentioned in the complaint and if, *prima facie*, it is found true, suspend the student who is accused of the offence, and shall, immediately forward the complaint to the police station having jurisdiction over the area in which the educational institution is situated, for further action.

(2) Where, on enquiry by the head of the educational institution, it is proved that there is no substance, *prima facie*, in the complaint received under sub-section (1), he shall intimate the fact, in writing, to the complainant.

(3) The decision of the head of the educational institution that the student has indulged in ragging under sub-section (1), shall be final.

**7. Deemed abatement.**- If the head of the educational institution fails or neglects to take action in the manner specified in section 6 when a complaint of ragging is made, such person shall be deemed to have abetted the offence of ragging and shall, on conviction, be punished as provided for in section 4.

**8. Power to make rules.**- (1) The State Government may, by notification in the *Official Gazette*, make rules for carrying out all or any of the purposes of this Act.

(2) Every rule made under this Act shall be laid, as soon as may be, after it is made, before each House of the State Legislature, while it is in session for a total period of thirty days, which may be comprised in one session or in two or more successive sessions, and if, before the expiry of the session in which it is so laid or the session immediately following, both Houses agree in making any modification in the rules or both Houses agree that the rule should not be made, and notify such decision in the *Official Gazette*, the rule shall, from the date of publication of such notification, have effect only in such modified form or be of no effect, as the case may be; so however, that any such modification or annulment shall be without prejudice to the validity of anything previously done or omitted to be done under that rule.





SINHGAD TECHNICAL EDUCATION SOCIETY'S

# SINHGAD LAW COLLEGE

Approved by Bar Council of India, Recognized by Govt. of Maharashtra and  
Affiliated to Savitribai Phule Pune University

(Regd. No. MAH/7199-93/Pune dt. 6/7/93 & F-8282/Pune dt. 12/8/93)  
S. No.10/1, Ambegaon (Bk.), Pune - 411 041.

Tel. : 020 - 2435 0595  
Tel. : 020 - 2435 4770

ID No. : PU/PN/LAW/188/2003

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**Prof. M. N. Navale**  
M.E. (Elec.), MIE, MBA  
FOUNDER - PRESIDENT

**Dr. (Mrs.) Sunanda M. Navale**  
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B.Sc. (Maths) L.L.M, Ph.D. (Law)  
PRINCIPAL

## Prevention and Prohibition of Ragging in the Sinhgad Law College

### Anti-Ragging Policy

#### Objectives: -

- 1) To implement rules framed by UGC and guidelines issued by the Hon'ble Supreme Court and rules framed by the central government on anti ragging activities.
- 2) To prohibit, prevent and eliminate ragging in the college campus and hostel premises.
- 3) To Prohibit any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating a fresher or any other student, or indulging in undisciplined activities.
- 4) To prohibit any act by any student which is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.

#### 1. What Constitutes Ragging: - Ragging constitutes one or more of the following acts:

- a) Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating a fresher or any other student.

Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame

- a) Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.
- b) Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- c) Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent or showing off power, authority or superiority by a student over any fresher or any other student.

#### 2. Measures for prevention of ragging: -

Regd. Office: S. No. 44/1, Vadgaon (Bk.), Off. Sinhgad Road, Pune - 411 041.  
Telefax: (020) 2435 4770 E-mail: stes@sinhgad.edu Web: www.sinhgad.edu





**Sinhgad Institutes**

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## The Sinhgad Law College is taking following measures for preventing ragging in the College and Hostel Premises.

- Ragging within and outside the college and Hostel campus is totally banned and anyone found guilty of ragging and/or abetting ragging is liable to be punished.
- Every candidate has to fill an affidavit. The affidavit should be filled up and signed by the candidate to the effect that he/she is aware of the law regarding prohibition of ragging as well as the punishments, and that he/she, if found guilty of the offence of ragging and/or abetting ragging, is liable to be punished
- A affidavit, should be signed by the parent/guardian of the applicant to the effect that he/she is also aware of the law in this regard and agrees to abide by the punishment meted out to his/her ward in case the latter is found guilty of ragging and/or abetting ragging.
- A student seeking admission to the hostel shall have to submit another affidavit along with his/her application for hostel accommodation that he/she is also aware of the law in this regard and agrees to abide by the punishments meted out if he/she is found guilty of ragging and/or abetting ragging.
- Institute has tight security in its premises, especially at the vulnerable places. Necessary, and intense policing is resorted to at such points at odd hours during the early months of the academic session.
- Mobile Phones and other communication devices may be permitted in residential areas including hostels to provide access to the students particularly freshers, to reach out for help from teachers, parents and Institution authorities.

### 3. Monitoring Mechanism

- Anti-Ragging Squad:** Institute constitutes a smaller body known as the Anti-Ragging Squad, members of which are nominated by the Head of the Institution. The squad conducts various raids in the hostel and other premises of the campus. The squad remains active at all times. The Anti-Ragging Squad has representation of various







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members of the campus community and has no outside representation.

b) **Anti-ragging Committee:** Institute has constituted an Anti-ragging Committee which is headed by the senior professor of the institute., and consisting of representatives of civil and police administration, local media, Non-Government Organizations involved in youth activities, representatives of faculty members, representatives of parents, representatives of students belonging to the freshers' category as well as senior students, non-teaching staff. Regulations as well as the provisions of any law for the time being in force concerning ragging; and also to monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the institution. The Anti-Ragging Committee ensures compliance with the provisions of above mentioned

c) The Anti-Ragging Squad can make surprise raids on hostels and other places in the campus.

Any faculty or any member of the staff or any student or any parent or guardian or by any other person, as the case may be; can submit recommendations to the Anti-Ragging Committee for action.

The Anti-Ragging committee conducts enquiry against any complaint observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the students accused of ragging and other witnesses to place before it the facts, documents and views concerning the incidents of ragging, and considerations such other relevant information as may be required.



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## 5 Actions to be taken against students for indulging and abetting ragging in the institute.

- a) The Anti-Ragging Committee of the institution shall take an appropriate decision, with regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging.
- b)
  - a) Depending upon the nature and gravity of the offence as established the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following: -
    - (i) Cancellation of admission
    - (ii) Suspension from attending classes
    - (iii) Withholding/withdrawing scholarship/fellowship and other benefits
    - (iv) Debarring from appearing in any examination or other evaluation process.
- c) A strong, exemplary and justifiably harsh punishment would be meted out to the persons indulged in ragging to act as a deterrent against recurrence of such incidents.
- d) Every single incident of ragging a First Information Report (FIR) would be filed without exception by the institutional authorities with the local police authorities and following actions can be taken



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**ANNEXURE II**  
**AFFIDAVIT BY PARENT/GUARDIAN**

I, Mr./Mrs./Ms. \_\_\_\_\_ (*full name of parent/guardian*) father/mother/guardian of \_\_\_\_\_ (*full name of student with admission/registration/enrolment number*) \_\_\_\_\_, having been admitted to \_\_\_\_\_ (*name of the institution*) \_\_\_\_\_, have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations"), carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that

a) My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.

b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

\_\_\_\_\_  
Signature of deponent

Name:

Address:

Telephone/ Mobile No.:

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at \_\_\_\_\_ (*place*) on this the \_\_\_\_\_ (*day*) of \_\_\_\_\_ (*month*) \_\_\_\_\_ (*year*) .

\_\_\_\_\_  
Signature of deponent

Solemnly affirmed and signed in my presence on this the \_\_\_\_\_ (*day*) of \_\_\_\_\_ (*month*) \_\_\_\_\_ (*year*) after reading the contents of this affidavit.

OATH COMMISSIONER

# UNIVERSITY GRANTS COMMISSION

Proforma for monitoring the directions of Hon'ble Supreme Court of India on measures against Ragging in educational institutions.

Sr. No.	Name of the institution, city		
	Action		
1	Whether Anti ragging Squads were Constituted?	Yes/No	
2	Whether Anti ragging Committees were Constituted?	Yes/No	
3	Whether prospectus mention possible actions against Ragging?	Give brief details	
4	Whether names, telephone nos. of authorities to be contacted have been publicized/made available to Freshers	-Do-	
5	Whether students are allowed free access to phone (Cell & Landline) in hostel(s) for timely reporting	-Do-	
6	Whether Seniors counseled	-Do-	
7	Whether Freshers counseled	-Do-	
8	Whether orientation courses for Freshers conducted	-Do-	
9	Anti Ragging Squads	9(a) Date of formation 9(b) No. of members 9(c) No. of raids 9(d) Frequency of raids 9(e) Surprise raids 9(f) Others measures taken by the squad 9(g) No. of cases detected 9(h) Action taken as follow up.	
10	Anti Ragging Committee.	10(a) Date of formation 10(b) No. of members 10(c) No. of raids 10(d) Frequency of raids 10(e) Surprise raids 10(f) Others measures taken by the squad 10(g) No. of cases detected 10(h) Action taken as follow up.	
11	Inquiry(ies) Conducted		
12	Punishment meted out.	12(a) Suspension 12(b) Rustication 12(c) Expulsion	
13	No. of F.I.R.(s) lodged by Institution with details		





# भारत का राजपत्र The Gazette of India

असाधारण

EXTRAORDINARY

भाग II — खण्ड 1

PART II — Section 1

प्राधिकार से प्रकाशित

PUBLISHED BY AUTHORITY

सं० 18]

नई दिल्ली, मंगलवार, अप्रैल 23, 2013/ वैशाख 3, 1935 (शक)

No. 18]

NEW DELHI, TUESDAY, APRIL 23, 2013/ VAISAKHA 3, 1935 (SAKA)

इस भाग में भिन्न पृष्ठ संख्या दी जाती है जिससे कि यह अलग संकलन के रूप में रखा जा सके।

Separate paging is given to this Part in order that it may be filed as a separate compilation.

## MINISTRY OF LAW AND JUSTICE

(Legislative Department)

*New Delhi, the 23rd April, 2013/Vaisakha 3, 1935 (Saka)*

The following Act of Parliament received the assent of the President on the 22nd April, 2013, and is hereby published for general information:—

### THE SEXUAL HARASSMENT OF WOMEN AT WORKPLACE (PREVENTION, PROHIBITION AND REDRESSAL) ACT, 2013

(No. 14 OF 2013)

[22nd April, 2013.]

An Act to provide protection against sexual harassment of women at workplace and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto.

WHEREAS sexual harassment results in violation of the fundamental rights of a woman to equality under articles 14 and 15 of the Constitution of India and her right to life and to live with dignity under article 21 of the Constitution and right to practice any profession or to carry on any occupation, trade or business which includes a right to a safe environment free from sexual harassment;

AND WHEREAS the protection against sexual harassment and the right to work with dignity are universally recognised human rights by international conventions and instruments such as Convention on the Elimination of all Forms of Discrimination against Women, which has been ratified on the 25th June, 1993 by the Government of India;

AND WHEREAS it is expedient to make provisions for giving effect to the said Convention for protection of women against sexual harassment at workplace.



Be it enacted by Parliament in the Sixty-fourth Year of the Republic of India as follows:---

## CHAPTER I

### PRELIMINARY

Short title,  
extent and  
commencement

1. (1) This Act may be called the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

(2) It extends to the whole of India.

(3) It shall come into force on such date as the Central Government may, by notification in the Official Gazette, appoint.

Definitions.

2. In this Act, unless the context otherwise requires,---

(a) "aggrieved woman" means---

(i) in relation to a workplace, a woman, of any age whether employed or not, who alleges to have been subjected to any act of sexual harassment by the respondent;

(ii) in relation to a dwelling place or house, a woman of any age who is employed in such a dwelling place or house;

(b) "appropriate Government" means---

(i) in relation to a workplace which is established, owned, controlled or wholly or substantially financed by funds provided directly or indirectly---

(A) by the Central Government or the Union territory administration, the Central Government;

(B) by the State Government, the State Government;

(ii) in relation to any workplace not covered under sub-clause (i) and falling within its territory, the State Government;

(c) "Chairperson" means the Chairperson of the Local Complaints Committee nominated under sub-section (1) of section 7;

(d) "District Officer" means an officer notified under section 5;

(e) "domestic worker" means a woman who is employed to do the household work in any household for remuneration whether in cash or kind, either directly or through any agency on a temporary, permanent, part time or full time basis, but does not include any member of the family of the employer;

(f) "employee" means a person employed at a workplace for any work on regular, temporary, *ad hoc* or daily wage basis, either directly or through an agent, including a contractor, with or, without the knowledge of the principal employer, whether for remuneration or not, or working on a voluntary basis or otherwise, whether the terms of employment are express or implied and includes a co-worker, a contract worker, probationer, trainee, apprentice or called by any other such name;

(g) "employer" means---

(i) in relation to any department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit of the appropriate Government or a local authority, the head of that department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit or such other officer as the appropriate Government or the local authority, as the case may be, may by an order specify in this behalf;

(ii) in any workplace not covered under sub-clause (i), any person responsible for the management, supervision and control of the workplace.



*Explanation.*—For the purposes of this sub-clause “management” includes the person or board or committee responsible for formulation and administration of policies for such organisation;

(iii) in relation to workplace covered under sub-clauses (i) and (ii), the person discharging contractual obligations with respect to his or her employees;

(iv) in relation to a dwelling place or house, a person or a household who employs or benefits from the employment of domestic worker, irrespective of the number, time period or type of such worker employed, or the nature of the employment or activities performed by the domestic worker;

(h) “Internal Committee” means an Internal Complaints Committee constituted under section 4;

(i) “Local Committee” means the Local Complaints Committee constituted under section 6;

(j) “Member” means a Member of the Internal Committee or the Local Committee, as the case may be;

(k) “prescribed” means prescribed by rules made under this Act;

(l) “Presiding Officer” means the Presiding Officer of the Internal Complaints Committee nominated under sub-section (2) of section 4;

(m) “respondent” means a person against whom the aggrieved woman has made a complaint under section 9;

(n) “sexual harassment” includes any one or more of the following unwelcome acts or behaviour (whether directly or by implication) namely:—

(i) physical contact and advances; or

(ii) a demand or request for sexual favours; or

(iii) making sexually coloured remarks; or

(iv) showing pornography; or

(v) any other unwelcome physical, verbal or non-verbal conduct of sexual nature;

(o) “workplace” includes —

(i) any department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit which is established, owned, controlled or wholly or substantially financed by funds provided directly or indirectly by the appropriate Government or the local authority or a Government company or a corporation or a co-operative society;

(ii) any private sector organisation or a private venture, undertaking, enterprise, institution, establishment, society, trust, non-governmental organisation, unit or service provider carrying on commercial, professional, vocational, educational, entertainment, industrial, health services or financial activities including production, supply, sale, distribution or service;

(iii) hospitals or nursing homes;

(iv) any sports institute, stadium, sports complex or competition or games venue, whether residential or not used for training, sports or other activities relating thereto;

(v) any place visited by the employee arising out of or during the course of employment including transportation provided by the employer for undertaking such journey;



(vi) a dwelling place or a house;

(p) "unorganised sector" in relation to a workplace means an enterprise owned by individuals or self-employed workers and engaged in the production or sale of goods or providing service of any kind whatsoever, and where the enterprise employs workers, the number of such workers is less than ten.

Prevention of  
sexual  
harassment.

3. (1) No woman shall be subjected to sexual harassment at any workplace.

(2) The following circumstances, among other circumstances, if it occurs or is present in relation to or connected with any act or behaviour of sexual harassment may amount to sexual harassment:—

- (i) implied or explicit promise of preferential treatment in her employment; or
- (ii) implied or explicit threat of detrimental treatment in her employment; or
- (iii) implied or explicit threat about her present or future employment status; or
- (iv) interference with her work or creating an intimidating or offensive or hostile work environment for her; or
- (v) humiliating treatment likely to affect her health or safety.

## CHAPTER II

### CONSTITUTION OF INTERNAL COMPLAINTS COMMITTEE

Constitution  
of Internal  
Complaints  
Committee.

4. (1) Every employer of a workplace shall, by an order in writing, constitute a Committee to be known as the "Internal Complaints Committee":

Provided that where the offices or administrative units of the workplace are located at different places or divisional or sub-divisional level, the Internal Committee shall be constituted at all administrative units or offices.

(2) The Internal Committee shall consist of the following members to be nominated by the employer, namely:—

(a) a Presiding Officer who shall be a woman employed at a senior level at workplace from amongst the employees:

Provided that in case a senior level woman employee is not available, the Presiding Officer shall be nominated from other offices or administrative units of the workplace referred to in sub-section (1):

Provided further that in case the other offices or administrative units of the workplace do not have a senior level woman employee, the Presiding Officer shall be nominated from any other workplace of the same employer or other department or organisation;

(b) not less than two Members from amongst employees preferably committed to the cause of women or who have had experience in social work or have legal knowledge;

(c) one member from amongst non-governmental organisations or associations committed to the cause of women or a person familiar with the issues relating to sexual harassment:

Provided that at least one-half of the total Members so nominated shall be women.

(3) The Presiding Officer and every Member of the Internal Committee shall hold office for such period, not exceeding three years, from the date of their nomination as may be specified by the employer.

(4) The Member appointed from amongst the non-governmental organisations or associations shall be paid such fees or allowances for holding the proceedings of the Internal Committee, by the employer, as may be prescribed.



(5) Where the Presiding Officer or any Member of the Internal Committee,---

(a) contravenes the provisions of section 16; or

(b) has been convicted for an offence or an inquiry into an offence under any law for the time being in force is pending against him; or

(c) he has been found guilty in any disciplinary proceedings or a disciplinary proceeding is pending against him; or

(d) has so abused his position as to render his continuance in office prejudicial to the public interest,

such Presiding Officer or Member, as the case may be, shall be removed from the Committee and the vacancy so created or any casual vacancy shall be filled by fresh nomination in accordance with the provisions of this section.

### CHAPTER III

#### CONSTITUTION OF LOCAL COMPLAINTS COMMITTEE

5. The appropriate Government may notify a District Magistrate or Additional District Magistrate or the Collector or Deputy Collector as a District Officer for every District to exercise powers or discharge functions under this Act.

Notification  
of District  
Officer.

6. (1) Every District Officer shall constitute in the district concerned, a committee to be known as the "Local Complaints Committee" to receive complaints of sexual harassment from establishments where the Internal Complaints Committee has not been constituted due to having less than ten workers or if the complaint is against the employer himself.

Constitution  
and  
jurisdiction of  
Local  
Complaints  
Committee

(2) The District Officer shall designate one nodal officer in every block, taluka and tehsil in rural or tribal area and ward or municipality in the urban area, to receive complaints and forward the same to the concerned Local Complaints Committee within a period of seven days.

(3) The jurisdiction of the Local Complaints Committee shall extend to the areas of the district where it is constituted.

7. (1) The Local Complaints Committee shall consist of the following members to be nominated by the District Officer, namely:--

Composition,  
tenure and  
other terms  
and conditions  
of Local  
Complaints  
Committee

(a) a Chairperson to be nominated from amongst the eminent women in the field of social work and committed to the cause of women;

(b) one Member to be nominated from amongst the women working in block, taluka or tehsil or ward or municipality in the district;

(c) two Members, of whom at least one shall be a woman, to be nominated from amongst such non-governmental organisations or associations committed to the cause of women or a person familiar with the issues relating to sexual harassment, which may be prescribed:

Provided that at least one of the nominees should, preferably, have a background in law or legal knowledge:

Provided further that at least one of the nominees shall be a woman belonging to the Scheduled Castes or the Scheduled Tribes or the Other Backward Classes or minority community notified by the Central Government, from time to time;

(d) the concerned officer dealing with the social welfare or women and child development in the district, shall be a member *ex officio*.

(2) The Chairperson and every Member of the Local Committee shall hold office for such period, not exceeding three years, from the date of their appointment as may be specified by the District Officer.



(3) Where the Chairperson or any Member of the Local Complaints Committee ----

(a) contravenes the provisions of section 16; or

(b) has been convicted for an offence or an inquiry into an offence under any law for the time being in force is pending against him; or

(c) has been found guilty in any disciplinary proceedings or a disciplinary proceeding is pending against him; or

(d) has so abused his position as to render his continuance in office prejudicial to the public interest,

such Chairperson or Member, as the case may be, shall be removed from the Committee and the vacancy so created or any casual vacancy shall be filled by fresh nomination in accordance with the provisions of this section.

(4) The Chairperson and Members of the Local Committee other than the Members nominated under clauses (b) and (d) of sub-section (1) shall be entitled to such fees or allowances for holding the proceedings of the Local Committee as may be prescribed.

Grants and  
audit.

8. (1) The Central Government may, after due appropriation made by Parliament by law in this behalf, make to the State Government grants of such sums of money as the Central Government may think fit, for being utilised for the payment of fees or allowances referred to in sub-section (4) of section 7.

(2) The State Government may set up an agency and transfer the grants made under sub-section (1) to that agency.

(3) The agency shall pay to the District Officer, such sums as may be required for the payment of fees or allowances referred to in sub-section (4) of section 7.

(4) The accounts of the agency referred to in sub-section (2) shall be maintained and audited in such manner as may, in consultation with the Accountant General of the State, be prescribed and the person holding the custody of the accounts of the agency shall furnish, to the State Government, before such date, as may be prescribed, its audited copy of accounts together with auditors' report thereon.

#### CHAPTER IV

##### COMPLAINT

Complaint of  
sexual  
harassment

9. (1) Any aggrieved woman may make, in writing, a complaint of sexual harassment at workplace to the Internal Committee if so constituted, or the Local Committee, in case it is not so constituted, within a period of three months from the date of incident and in case of a series of incidents, within a period of three months from the date of last incident:

Provided that where such complaint cannot be made in writing, the Presiding Officer or any Member of the Internal Committee or the Chairperson or any Member of the Local Committee, as the case may be, shall render all reasonable assistance to the woman for making the complaint in writing:

Provided further that the Internal Committee or, as the case may be, the Local Committee may, for the reasons to be recorded in writing, extend the time limit not exceeding three months, if it is satisfied that the circumstances were such which prevented the woman from filing a complaint within the said period.

(2) Where the aggrieved woman is unable to make a complaint on account of her physical or mental incapacity or death or otherwise, her legal heir or such other person as may be prescribed may make a complaint under this section.

Conciliation

10. (1) The Internal Committee or, as the case may be, the Local Committee, may, before initiating an inquiry under section 11 and at the request of the aggrieved woman take steps to settle the matter between her and the respondent through conciliation:



Provided that no monetary settlement shall be made as a basis of conciliation.

(2) Where a settlement has been arrived at under sub-section (1), the Internal Committee or the Local Committee, as the case may be, shall record the settlement so arrived and forward the same to the employer or the District Officer to take action as specified in the recommendation.

(3) The Internal Committee or the Local Committee, as the case may be, shall provide the copies of the settlement as recorded under sub-section (2) to the aggrieved woman and the respondent.

(4) Where a settlement is arrived at under sub-section (1), no further inquiry shall be conducted by the Internal Committee or the Local Committee, as the case may be.

11. (1) Subject to the provisions of section 10, the Internal Committee or the Local Committee, as the case may be, shall, where the respondent is an employee, proceed to make inquiry into the complaint in accordance with the provisions of the service rules applicable to the respondent and where no such rules exist, in such manner as may be prescribed or in case of a domestic worker, the Local Committee shall, if *prima facie* case exist, forward the complaint to the police, within a period of seven days for registering the case under section 509 of the Indian Penal Code, and any other relevant provisions of the said Code where applicable:

Inquiry into complaint

45 of 1860.

Provided that where the aggrieved woman informs the Internal Committee or the Local Committee, as the case may be, that any term or condition of the settlement arrived at under sub-section (2) of section 10 has not been complied with by the respondent, the Internal Committee or the Local Committee shall proceed to make an inquiry into the complaint or, as the case may be, forward the complaint to the police:

Provided further that where both the parties are employees, the parties shall, during the course of inquiry, be given an opportunity of being heard and a copy of the findings shall be made available to both the parties enabling them to make representation against the findings before the Committee.

45 of 1860.

(2) Notwithstanding anything contained in section 509 of the Indian Penal Code, the court may, when the respondent is convicted of the offence, order payment of such sums as it may consider appropriate, to the aggrieved woman by the respondent, having regard to the provisions of section 15.

5 of 1908

(3) For the purpose of making an inquiry under sub-section (1), the Internal Committee or the Local Committee, as the case may be, shall have the same powers as are vested in a civil court under the Code of Civil Procedure, 1908 when trying a suit in respect of the following matters, namely:—

(a) summoning and enforcing the attendance of any person and examining him on oath;

(b) requiring the discovery and production of documents; and

(c) any other matter which may be prescribed.

(4) The inquiry under sub-section (1) shall be completed within a period of ninety days.

## CHAPTER V

### INQUIRY INTO COMPLAINT

12. (1) During the pendency of an inquiry, on a written request made by the aggrieved woman, the Internal Committee or the Local Committee, as the case may be, may recommend to the employer to—

Action during pendency of inquiry

(a) transfer the aggrieved woman or the respondent to any other workplace; or



(b) grant leave to the aggrieved woman up to a period of three months; or

(c) grant such other relief to the aggrieved woman as may be prescribed.

(2) The leave granted to the aggrieved woman under this section shall be in addition to the leave she would be otherwise entitled.

(3) On the recommendation of the Internal Committee or the Local Committee, as the case may be, under sub-section (1), the employer shall implement the recommendations made under sub-section (1) and send the report of such implementation to the Internal Committee or the Local Committee, as the case may be.

Inquiry report.

13. (1) On the completion of an inquiry under this Act, the Internal Committee or the Local Committee, as the case may be, shall provide a report of its findings to the employer, or as the case may be, the District Officer within a period of ten days from the date of completion of the inquiry and such report be made available to the concerned parties.

(2) Where the Internal Committee or the Local Committee, as the case may be, arrives at the conclusion that the allegation against the respondent has not been proved, it shall recommend to the employer and the District Officer that no action is required to be taken in the matter.

(3) Where the Internal Committee or the Local Committee, as the case may be, arrives at the conclusion that the allegation against the respondent has been proved, it shall recommend to the employer or the District Officer, as the case may be---

(i) to take action for sexual harassment as a misconduct in accordance with the provisions of the service rules applicable to the respondent or where no such service rules have been made, in such manner as may be prescribed;

(ii) to deduct, notwithstanding anything in the service rules applicable to the respondent, from the salary or wages of the respondent such sum as it may consider appropriate to be paid to the aggrieved woman or to her legal heirs, as it may determine, in accordance with the provisions of section 15:

Provided that in case the employer is unable to make such deduction from the salary of the respondent due to his being absent from duty or cessation of employment it may direct to the respondent to pay such sum to the aggrieved woman:

Provided further that in case the respondent fails to pay the sum referred to in clause (ii), the Internal Committee or, as the case may be, the Local Committee may forward the order for recovery of the sum as an arrear of land revenue to the concerned District Officer.

(4) The employer or the District Officer shall act upon the recommendation within sixty days of its receipt by him.

Punishment  
for false or  
malicious  
complaint and  
false evidence

14. (1) Where the Internal Committee or the Local Committee, as the case may be, arrives at a conclusion that the allegation against the respondent is malicious or the aggrieved woman or any other person making the complaint has made the complaint knowing it to be false or the aggrieved woman or any other person making the complaint has produced any forged or misleading document, it may recommend to the employer or the District Officer, as the case may be, to take action against the woman or the person who has made the complaint under sub-section (1) or sub-section (2) of section 9, as the case may be, in accordance with the provisions of the service rules applicable to her or him or where no such service rules exist, in such manner as may be prescribed:

Provided that a mere inability to substantiate a complaint or provide adequate proof need not attract action against the complainant under this section:

Provided further that the malicious intent on part of the complainant shall be established after an inquiry in accordance with the procedure prescribed, before any action is recommended.



(2) Where the Internal Committee or the Local Committee, as the case may be, arrives at a conclusion that during the inquiry any witness has given false evidence or produced any forged or misleading document, it may recommend to the employer of the witness or the District Officer, as the case may be, to take action in accordance with the provisions of the service rules applicable to the said witness or where no such service rules exist, in such manner as may be prescribed.

15. For the purpose of determining the sums to be paid to the aggrieved woman under clause (ii) of sub-section (3) of section 13, the Internal Committee or the Local Committee, as the case may be, shall have regard to --

Determination of compensation

(a) the mental trauma, pain, suffering and emotional distress caused to the aggrieved woman;

(b) the loss in the career opportunity due to the incident of sexual harassment;

(c) medical expenses incurred by the victim for physical or psychiatric treatment;

(d) the income and financial status of the respondent;

(e) feasibility of such payment in lump sum or in instalments.

22 of 2005

16. Notwithstanding anything contained in the Right to Information Act, 2005, the contents of the complaint made under section 9, the identity and addresses of the aggrieved woman, respondent and witnesses, any information relating to conciliation and inquiry proceedings, recommendations of the Internal Committee or the Local Committee, as the case may be, and the action taken by the employer or the District Officer under the provisions of this Act shall not be published, communicated or made known to the public, press and media in any manner:

Prohibition of publication or making known contents of complaint and inquiry proceedings.

Provided that information may be disseminated regarding the justice secured to any victim of sexual harassment under this Act without disclosing the name, address, identity or any other particulars calculated to lead to the identification of the aggrieved woman and witnesses.

17. Where any person entrusted with the duty to handle or deal with the complaint, inquiry or any recommendations or action to be taken under the provisions of this Act, contravenes the provisions of section 16, he shall be liable for penalty in accordance with the provisions of the service rules applicable to the said person or where no such service rules exist, in such manner as may be prescribed.

Penalty for publication or making known contents of complaint and inquiry proceedings

18. (1) Any person aggrieved from the recommendations made under sub-section (2) of section 13 or under clause (i) or clause (ii) of sub-section (3) of section 13 or sub-section (1) or sub-section (2) of section 14 or section 17 or non-implementation of such recommendations may prefer an appeal to the court or tribunal in accordance with the provisions of the service rules applicable to the said person or where no such service rules exist then, without prejudice to provisions contained in any other law for the time being in force, the person aggrieved may prefer an appeal in such manner as may be prescribed.

Appeal

(2) The appeal under sub-section (1) shall be preferred within a period of ninety days of the recommendations.

## CHAPTER VI

### DUTIES OF EMPLOYER

19. Every employer shall --

Duties of employer.

(a) provide a safe working environment at the workplace which shall include safety from the persons coming into contact at the workplace;

(b) display at any conspicuous place in the workplace, the penal consequences of sexual harassments; and the order constituting, the Internal Committee under sub-section (1) of section 4;



(c) organise workshops and awareness programmes at regular intervals for sensitising the employees with the provisions of the Act and orientation programmes for the members of the Internal Committee in the manner as may be prescribed;

(d) provide necessary facilities to the Internal Committee or the Local Committee, as the case may be, for dealing with the complaint and conducting an inquiry;

(e) assist in securing the attendance of respondent and witnesses before the Internal Committee or the Local Committee, as the case may be;

(f) make available such information to the Internal Committee or the Local Committee, as the case may be, as it may require having regard to the complaint made under sub-section (1) of section 9;

(g) provide assistance to the woman if she so chooses to file a complaint in relation to the offence under the Indian Penal Code or any other law for the time being in force; 45 of 1860.

(h) cause to initiate action, under the Indian Penal Code or any other law for the time being in force, against the perpetrator, or if the aggrieved woman so desires, where the perpetrator is not an employee, in the workplace at which the incident of sexual harassment took place; 45 of 1860.

(i) treat sexual harassment as a misconduct under the service rules and initiate action for such misconduct;

(j) monitor the timely submission of reports by the Internal Committee.

#### CHAPTER VII

##### DUTIES AND POWERS OF DISTRICT OFFICER

Duties and powers of District Officer.

20. The District Officer shall,--

(a) monitor the timely submission of reports furnished by the Local Committee;

(b) take such measures as may be necessary for engaging non-governmental organisations for creation of awareness on sexual harassment and the rights of the women.

#### CHAPTER VIII

##### MISCELLANEOUS

Committee to submit annual report

21. (1) The Internal Committee or the Local Committee, as the case may be, shall in each calendar year prepare, in such form and at such time as may be prescribed, an annual report and submit the same to the employer and the District Officer.

(2) The District Officer shall forward a brief report on the annual reports received under sub-section (1) to the State Government.

Employer to include information in annual report

22. The employer shall include in its report the number of cases filed, if any, and their disposal under this Act in the annual report of his organisation or where no such report is required to be prepared, intimate such number of cases, if any, to the District Officer.

Appropriate Government to monitor implementation and maintain data

23. The appropriate Government shall monitor the implementation of this Act and maintain data on the number of cases filed and disposed of in respect of all cases of sexual harassment at workplace.

Appropriate Government to take measures to publicise the Act

24. The appropriate Government may, subject to the availability of financial and other resources,--

(a) develop relevant information, education, communication and training materials, and organise awareness programmes, to advance the understanding of the public of the provisions of this Act providing for protection against sexual harassment of woman at workplace,



(b) formulate orientation and training programmes for the members of the Local Complaints Committee.

25. (1) The appropriate Government, on being satisfied that it is necessary in the public interest or in the interest of women employees at a workplace to do so, by order in writing,---

Power to call for information and inspection of records

(a) call upon any employer or District Officer to furnish in writing such information relating to sexual harassment as it may require;

(b) authorise any officer to make inspection of the records and workplace in relation to sexual harassment, who shall submit a report of such inspection to it within such period as may be specified in the order.

(2) Every employer and District Officer shall produce on demand before the officer making the inspection all information, records and other documents in his custody having a bearing on the subject matter of such inspection.

26. (1) Where the employer fails to---

(a) constitute an Internal Committee under sub-section (1) of section 4;

(b) take action under sections 13, 14 and 22; and

(c) contravenes or attempts to contravene or abets contravention of other provisions of this Act or any rules made thereunder,

Penalty for non-compliance with provisions of Act.

he shall be punishable with fine which may extend to fifty thousand rupees.

(2) If any employer, after having been previously convicted of an offence punishable under this Act subsequently commits and is convicted of the same offence, he shall be liable to---

(i) twice the punishment, which might have been imposed on a first conviction, subject to the punishment being maximum provided for the same offence:

Provided that in case a higher punishment is prescribed under any other law for the time being in force, for the offence for which the accused is being prosecuted, the court shall take due cognizance of the same while awarding the punishment;

(ii) cancellation, of his licence or withdrawal, or non-renewal, or approval, or cancellation of the registration, as the case may be, by the Government or local authority required for carrying on his business or activity.

27. (1) No court shall take cognizance of any offence punishable under this Act or any rules made thereunder, save on a complaint made by the aggrieved woman or any person authorised by the Internal Committee or Local Committee in this behalf.

Cognizance of offence by courts

(2) No court inferior to that of a Metropolitan Magistrate or a Judicial Magistrate of the first class shall try any offence punishable under this Act.

(3) Every offence under this Act shall be non-cognizable.

28. The provisions of this Act shall be in addition to and not in derogation of the provisions of any other law for the time being in force.

Act not in derogation of any other law.

29. (1) The Central Government may, by notification in the Official Gazette, make rules for carrying out the provisions of this Act.

Power of appropriate Government to make rules.

(2) In particular and without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely:--

(a) the fees or allowances to be paid to the Members under sub-section (4) of section 4;

(b) nomination of members under clause (c) of sub-section (1) of section 7;

(c) the fees or allowances to be paid to the Chairperson, and Members under sub-section (4) of section 7;



- (d) the person who may make complaint under sub-section (2) of section 9;
- (e) the manner of inquiry under sub-section (1) of section 11;
- (f) the powers for making an inquiry under clause (c) of sub-section (2) of section 11;
- (g) the relief to be recommended under clause (c) of sub-section (1) of section 12;
- (h) the manner of action to be taken under clause (i) of sub-section (3) of section 13;
- (i) the manner of action to be taken under sub-sections (1) and (2) of section 14;
- (j) the manner of action to be taken under section 17;
- (k) the manner of appeal under sub-section (1) of section 18;
- (l) the manner of organising workshops, awareness programmes for sensitising the employees and orientation programmes for the members of the Internal Committee under clause (c) of section 19; and
- (m) the form and time for preparation of annual report by Internal Committee and the Local Committee under sub-section (1) of section 21.

(3) Every rule made by the Central Government under this Act shall be laid as soon as may be after it is made, before each House of Parliament, while it is in session, for a total period of thirty days which may be comprised in one session or in two or more successive sessions, and if, before the expiry of the session immediately following the session or the successive sessions aforesaid, both Houses agree in making any modification in the rule or both Houses agree that the rule should not be made, the rule shall thereafter have effect only in such modified form or be of no effect, as the case may be; so, however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under that rule.

(4) Any rule made under sub-section (4) of section 8 by the State Government shall be laid, as soon as may be after it is made, before each House of the State Legislature where it consists of two Houses, or where such Legislature consists of one House, before that House.

Power to  
remove  
difficulties.

30. (1) If any difficulty arises in giving effect to the provisions of this Act, the Central Government may, by order published in the Official Gazette, make such provisions, not inconsistent with the provisions of this Act, as may appear to it to be necessary for removing the difficulty:

Provided that no such order shall be made under this section after the expiry of a period of two years from the commencement of this Act.

(2) Every order made under this section shall be laid, as soon as may be after it is made, before each House of Parliament.

P.K. MALHOTRA,  
Secy. to the Govt. of India.

#### CORRIGENDA

#### THE PREVENTION OF MONEY-LAUNDERING (AMENDMENT) ACT, 2012

(2 of 2013)

At page 18, in line 2, for "Arts", read "Art".

At page 21, in line 14, for "Protection", read "(Protection)".



## CORRIGENDUM

THE UNLAWFUL ACTIVITIES (PREVENTION) AMENDMENT ACT, 2012  
(3 of 2013)

At page 6, in line 22, *for* "clause", *read* "clause".

## CORRIGENDUM

THE BANKING LAWS (AMENDMENT) ACT, 2012  
(4 of 2013)

At page 8, in line 29, *for* 'sections 30', *read* 'section 30',.

## CORRIGENDUM

THE APPROPRIATION ACT, 2013  
(9 of 2013)

At page 1, in the marginal heading to section 2, *for* "4715,54,00,000", *read* "49715,54,00,000".

## **POLICY ON PREVENTION OF SEXUAL HARASSMENT**

### **Preamble:**

The Internal Complaint Committee of Sinhgad Law College is committed to provide a conducive environment, free from violence, harassment, and exploitation amongst the students, teaching & non-teaching staff on the college campus. This includes all forms of gender violence, sexual harassment against women. The Committee members are expected to render full assistance to the "aggrieved woman" in writing the complaint of Sexual Harassment, the members should also be aware of the responsibilities and duties under the UGC Regulations as well as under the Sexual Harassment of Women at Workplace Act, 2013.

### **Objectives of the Policy:**

1. To fulfill the requirements of the Sexual Harassment of Women at Workplace At, 2013 (POSH Act).
2. To ensure that the in-house Grievance Redressal Mechanism as mentioned under the Act is implemented to the full letter and spirit.
3. To provide an environment free of gender discrimination.
4. To assist the "Aggrieved Woman" to make the complaint relating to Sexual Harassment of Women at Workplace.
5. To create a secure physical and social environment that will deter acts of sexual harassment.







**Sinhgad Institutes**

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(Regd. No. MAH/7199-93/Pune dt. 6/7/93 & F-8282/Pune dt. 12/8/93)

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## **Formation of the Internal Complaint Committee:**

The Internal Complaint Committee of the Sinhgad Law College is formed under Section 4 of University Grants Commission (Prevention, Prohibition and Redressal of Sexual Harassment of women employees and students in higher educational institution) Regulation, 2015 & under Section 4 of Sexual Harassment of Women at Workplace (Prohibition, Prevention & Redressal) Act, 2013.

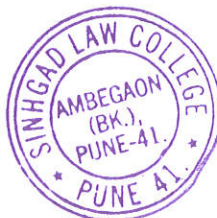
## **Historical Background of the Sexual Harassment of Women at Workplace Act, 2013:**

The PIL was filed before the Supreme Court which discussed the lacuna in the legislative policy in the matters of Sexual Harassment of Women at Workplace. It violates Articles 14,15,19 & 21 of the Constitution of India. To fill the legislative gap, the Supreme Court laid down the following guidelines for the redressal of Sexual Harassment of Women at Workplace, the guidelines as also known as the "Vishaka Guidelines":

1. Duty of the employer to prevent the sexual harassment of women at the workplace & to provide for the procedures for resolution and settlement.
2. The rules and regulations relating to conduct and discipline in any Government or Private enterprise should include rules and regulations relating to sexual harassment of women at the workplace.
3. The Head of the Complaint Committee should be a woman & more than half of the members should be women & to maintain impartiality, the Complaint Committee should involve a third party.
4. Appropriate work conditions for women to ensure that there is no hostile environment for women at workplaces.

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5. An appropriate Complaint Mechanism should be made for the victim to ensure time-bound redressal of the cases.

The Act of 2013 based on the guidelines of Vishaka case

In 2013, Parliament made legislation on Sexual Harassment named "Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013 (POSH Act). The Act was enacted with the basic objective of preventing and protecting sexual harassment at the workplace & to ensure redressal mechanism.

### Declaration of the Policy:

Sinhgad Law College shall value the dignity of women & guarantee full respect for the "Fundamental Rights" under Article 14,15,19 & 21 of the Constitution of India. To achieve Gender Equality amongst the employees & students, all forms of sexual harassment in the employment, education, or training environment are declared as unlawful under the Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013 & UGC Regulations as well as under the Sexual Harassment of Women at Workplace Act, 2013.

### Definitions:

- **Aggrieved Woman:** Section 2 (a) of the Act mentions as:

"Aggrieved woman" means—

- (i) in relation to a workplace, a woman, of any age whether employed or not, who alleges to have been subjected to any act of sexual harassment by the respondent;
- (ii) in relation to a dwelling place or house, a woman of any age who is employed in such a dwelling place or house

- **Sexual Harassment:** Section 2(n) of the Act mentions as:

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“Sexual Harassment” includes any one or more of the following unwelcome acts or behavior (whether directly or by implication) namely:

- (i) physical contact and advances; or
- (ii) making sexually colored remarks;
- (iii) showing pornography; or
- (iv) any other unwelcome physical, verbal or non-verbal conduct of sexual nature;

• **Workplace:** Section 2(o) of the Act mentions as:

- (i) any department, organization, undertaking, establishment, enterprise, institution, office, branch, or unit which is established, owned, controlled, or wholly or substantially financed by funds provided directly or indirectly by the appropriate Government or the local authority or a Government company or a corporation or a co-operative society;
- (ii) any private sector organization or a private venture, undertaking, enterprise, institution, establishment, society, trust, non-governmental organization, unit or service provider carrying on commercial, professional, vocational, educational, entertainment, industrial, health services or financial activities including production, supply, sale, distribution or service;
- (iii) hospitals or nursing homes;
- (iv) any sports institute, stadium, sports complex or competition or games venue, whether residential or not used for training, sports, or other activities relating thereto;





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**Prof. M. N. Navale**

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**Dr. Arunachalam Chettiar**

B.Sc., L.L.M, Ph.D. (Law)  
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- (v) any place visited by the employee arising out of or during the course of employment including transportation by the employer for undertaking such journey;
- (vi) a dwelling place or a house;

## Composition of the Committee:

- i) A Presiding Officer who shall be a woman employed at a senior level at the workplace from amongst the employees: Provided that in case a senior level woman employee is not available, the Presiding Officer shall be nominated from other offices or administrative units of the workplace.
- ii) not less than two Members from amongst employees preferably committed to the cause of women or who have had experience in social work or have the legal knowledge.
- iii) at least one-half of the total Members so nominated shall be women.
- iv) If the case involves against the student at the college, then two members of the Committee shall be taken from the student community.

## Jurisdiction of the Committee:

The Rules and Regulations outlined in this policy shall be applicable to all the complaints relating to Sexual Harassment at Workplace: When one member (faculty or the student) has sexually harassed the other member within the educational institution.

## Powers of the Committee:

- i) The Committee shall have the power to summon witnesses and call for documents or any information from any employee/student.

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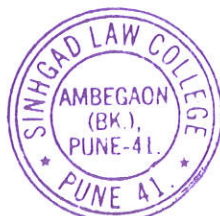




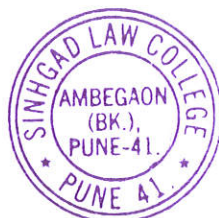
- ii) The Committee shall have the power to issue interim directions to any person participating in the proceedings before it.
- iii) The Committee before initiating an inquiry under the Act may undergo "Conciliation" under Section 10 of the Act if both the parties agree to it.

Procedure to be followed by the Committee:

- i) The Committee shall meet as and when any complaint is received by it. Complaints may be received by any member of the committee.
- ii) The Committee may direct the complainant to prepare and submit a detailed statement of incidents if the written complaint lacks exactness and required particulars, within a period of five (5) days from such direction, the Committee members shall assist in writing the complaint.
- iii) The Committee shall direct the accused employee(s)/student(s) to prepare and submit a written response to the complaint/allegations within a period of five (5) days from such direction or such other time period as the Committee may decide.
- iv) Each party shall be provided with a copy of the written statement(s) submitted by the other.
- v) The Committee shall allow both parties to produce relevant documents and witnesses to support their case. The Committee shall sit on a day-to-day basis to record and consider the evidence produced by both parties.
- vi) The Committee shall make all endeavors to complete its proceedings within a period of Ninety (90) days from the date of receipt of the complaint.



- vii) On the completion of an inquiry under this Act, the Internal Committee shall provide a report of its findings to the employer within a period of ten days (10) from the date of completion of the inquiry, and such report be made available to the concerned parties.
- viii) Where the Internal Committee arrives at the conclusion that the allegation against the respondent has been proved, it shall recommend to the Employer to act for sexual harassment as a misconduct in accordance with the provisions of the Service Rules applicable to the respondent & he shall also be liable to pay to the victim, the compensation amount of as decided by the Committee, which shall be deducted from the salary or wages of the respondent.



  
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**Dr. Sopan Ivare**  
 B.Sc., L.L.M, Ph.D. (Law)  
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### Anti Ragging Committee for 2021- 2022

S.NO	Name	Position
1	Dr. Sopan Ivare	Chairman,
2	Dr. Sadhana Ogale	Representation Civil administration
3	Mr. Shrihari Bahirat (P.I.,)	Police Representative
4	Mr. Prashant Pudhari	Representative Media
5	Mr. Anand Pawar	Representative NGO
6	Mrs. Manjusha Mudgalkar	Faculty Representative
7	Mr. Satish Munde	Faculty Representative
8	Mr. Vijay Ingole	Administrative Representative
9	Mr. Ankur Navale	Administrative Representative
10	Mr. Subash Dimble	Parent Representative
11	Mr. Atul V. Lolap	Parent Representative
12	Mr. Sahil Rathod	Representative of Students
13	Ms. Tejal Bajaj	Representative of Students
14	Mr. Kavish Salunkhe	Representative of Students
15	Ms. Shweta Diwedi	Representative of Students



  
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**Dr. Arunachalam Chettiar**

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## Anti ragging Committee 2020-2021

S.NO	Name	Position
1	Dr. Arunachalam Chettiar	Chairman,
2	Mr. Sambhaji Pawar	Representation Civil administration
3	Ms. P.I. Mr. Manmith Raut	Police Representative
4	Ms. Prashant Pudhari	Representative Media
5	Shri. Mr. Anand Pawar	Representative NGO
6	Mrs. Manjusha Mudgalkar	Faculty Representative
7	Mr. Nitin Bhandare	Faculty Representative
8	Mr. Vijay Ingole	Administrative Representative
9	Mr. Priyanka Ingole	Administrative Representative
10	Ms. Varsha Deshpande	Parent Representatives
11	Mrs. Atul v. Lolap	Representative of students
12	Ms. Ajinkya Shedage	Representative of students
13	Mr. aprajita Vatsa	Representative of Students
14	Mr. Yashwardhan Rane	Representative of Students
15	Ms. Sara Agarwal	Representative of Students

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Principal,  
Dr. Arunachalam Chettiar

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## Anti ragging Committee for 2019 - 20

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1	Dr. Arunachalam Chettiar	Chairman,
2	Mr. Sambhaji Pawar	Representation Civil administration
3	Mr. Manmith Raut (P.I.,)	Police Representative
4	Mr. Prashant Pudhari	Representative Media
5	Mr. Anand Pawar	Representative NGO
6	Mrs. Manjusha Mudgalkar	Faculty Representative
7	Mr. Nitin Bhandare	Faculty Representative
8	Mr. Vijay Ingole	Administrative Representative
9	Miss. Priyanka Ingole	Administrative Representative
10	Mr. Shivaji Shedge	Parent Representative
11	Mr. Atul V. Lolap	Parent Representative
12	Mr. Ajinkya Shedge	Representative of Students
13	Ms. Aparjita Vatsa	Representative of Students
14	Mr. Yashwardhan Rane	Representative of Students
15	Ms. Sara Agarwal	Representative of Students



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PRINCIPAL

## Anti Ragging Committee for 2018 - 19

1	Dr. Arunachalam Chettiar	Chairman,
2	Mr. Sidharth Vansiv,	Representation Civil administration
3	Mr. Kamlakar Takwale (P.L.),	Police Representative
4	Mr. Adarsh Patil	Representative Media
5	Mr. Anand Pawar	Representative NGO
6	Mrs. Manjusha Mudgalkar	Faculty Representative
7	Mr. Damodhar Hake,	Faculty Representative
8	Mr. Vijay Ingole	Administrative Representative
9	Mr. Ankur Navale	Administrative Representative
10	Mr. Shivaji Shedge	Parent Representative
11	Mr. Atul V. Lolap	Parent Representative
12	Mr. Ajinkya Shedge	Representative of Students
13	Ms. Colleen D'suza	Representative of Students
14	Mr. Moon Gandhi	Representative of Students
15	Ms. Prinkya Lolap	Representative of Students

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2	Dr.Sadhana Ogale	Representation Civil administration
3	Ms. Ketki S. Chavan	Police Representative
4	Ms. Chaitrali Deshmukh,	Representative Media
5	Shri.Dinesh N. Kondare	Representative NGO
6	Mrs. Manjusha Mudgalkar	Faculty Representative
7	Mr. Damodhar Hake,	Faculty Representative
8	Mr. Vijay Ingole	Administrative Representative
9	Mr. NagnathBansode	Administrative Representative
10	Mr. Mahesh Punde	Parent Representatives
11	Mrs. TejaswiniGirase	Representative of students
12	Ms. Apeksha Singh	Representative of students
13	Mr. Arul Prakash	Representative of Students
14	Mr. Abhimanyu Singh,	Representative of Students
15	Ms. Samiksha Singh	Representative of Students

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## Prevention of Sexual Harrasment Committee/ICC

**2021-2022**

Sr.No.	Name of The Member	Designation
1.	Dr.Arunachalam Chettiar	Principal
2.	Ms. Manjusha Mudgalkar (faculty)	Coordinator
3.	Ms. Shilpa Gaikwad (faculty)	Assistant Coordinator
4.	Ms Kirti Kambale (faculty)	Assistant Coordinator
5.	Advocate Anita Bangale	Advocate

  
**Co-Ordinator**



  
**Principal**

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## Prevention of Sexual Harrasment Committee/ICC


**2020-2021**

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4.	Ms Kirti Kambale (faculty)	Assistant Coordinator
5.	Advocate Anita Bangale	Advocate

  
**Co-Ordinator**

**Principal**



  
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## Prevention of Sexual Harrasment Committee/ICC

**2019-2020**

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**2018-2019**

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**Dr. Sopan R. Ivare**

B.Sc, LL.M., Ph.D.(Law)  
**PRINCIPAL**

## **STUDENTS' GRIEVANCE REDRESSAL COMMITTEE 2021-22 TO 2022-23**

<b>Sr. No</b>	<b>Name of the Faculty</b>	<b>Designation</b>	<b>Position</b>	<b>Email &amp; Mobile no</b>
1.	Dr. Sopan Ivare	Principal	President	principal_slc@sinhgad.edu 9420195293
2.	Dr. Shilpa Gaikwad	Asst. Professor	Member	shilpa.gaikwad@sinhgad.edu 9130424653
3.	Dr. Satish Munde	Asst. Professor	Member	satish.munde@sinhgad.edu 9326929013

### **Objective of the Committee:**

The objective of Student Redressal Committee is to solve the grievances of the students.

### **Procedure:**

- 1) The cases are attended promptly on receipt of written / oral grievances from the students.
- 2) The committee discusses about the Complaint in front of both parties & solves the problem and if necessary, intimate to the police station.
- 3) The students may put the complaint in the complaint box / suggestion box.
- 4) The suggestion box is being opened regularly at moderate interval and separate register and file is being maintained.



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