

Date: 15th July, 2023


Women's Cell

Action Plan

Women's Cell of the institute is required to take various steps and measure as stipulated in the Act to provide for safe working environment and also to promote gender sensitization on the campus. In order to institutionalize such steps and measures, the Women's Cell is henceforth entrusted with the following functions and responsibilities:-

- i) To sensitize the community at large towards gender related issues and to take such measures as would be necessary to create gender sensitivity on the campus.
- ii) To conduct orientation programs for new students and employees.
- iii) To suggest measures for providing a safe working environment for women on the campus and to recommend actions to be taken by the Institute from time to time in order to deter the commission of any acts of sexual harassment or gender discrimination in any form.
- iv) To make Women's Cell and Internal Complaints Committee visible through posters at conspicuous places and a dedicated website with a prominent link to it on the Institute homepage – listing the unwelcome acts or behaviour that legally constitute 'sexual harassment', the penal consequences of such actions, and helplines for the aggrieved women on campus.
- v) To organize workshops and awareness programmes at regular intervals for sensitizing students and employees of the Institute with the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013.
- vi) To offer advice on available courses of action to an aggrieved woman on campus if she approaches the Women's Cell. If the woman chooses to file a complaint in relation to an offence under the Indian Penal Code or any other law for the time being in force, the Women's Cell may facilitate access to Legal Cell and /or Security Section, in consultation with Director. If the women so wishes, the Cell may facilitate meetings with appropriate counsellors and/or the Chairperson, Internal Complaints Committee.
- vii) To perform such other functions on behalf of the Institute as may be assigned to it by the Director.
- viii) To facilitate services of Counsellor(s) for complaints(s) or respondents(s) in sexual harassment case(s).
- ix) The Women's Cell shall meet as frequently as it may deem appropriate, but it shall mandatorily meet at least once in a every six months. Before completion of the tenure, the Women's Cell shall submit a

terminal report to the Director dwelling upon the important initiatives made/recommended by them. Inquiries into specific complaints shall continue to be in the exclusive domain of the Internal Complaints Committee as per Section 4 of the aforementioned Act.



Dr. Ritu Kumari Singh
Chairperson
Women's Cell,
KIT, Kanpur

WOMEN'S CELL

Guidelines for Women's safety —

The pursuance of the women harassment at the institute hereby adopts the following procedure for determining complaints. The procedure complies with the basic principles of natural justice and fair play and has to be adhered in all the complaints-

1. Any aggrieved female (student/staff/faculty) may make a complaint (with/without writing) of any kind of harassment immediately or within one week from the date of incident and in case of series of incidents, within 1 month from the date of incident.
2. Any complaint received by the members should be immediately forwarded to the committee in charge and a meeting can be called for discussing the matter.
3. The committee shall discuss and decide on its jurisdiction to deal with the case and reject the complaint at primary level and no action is required to be taken. The committee will provide assistance throughout.
4. The committee may call any person to appear as a witness.
5. If the committee finds no merit in the allegations, and committee arrives at the conclusion that the allegation against the respondent is malicious or the complaint knowing to be false, it may recommend to the institute to take action against such falsification.
6. The committee ensures that all the complaints will be handled as confidentially as possible.

To prevent oneself enter into such kinds of harassment actions, there should be some important steps need to be followed –

1. Always be aware and conscious while engaging with others.
2. Be sensitive to individuals who may be offended by the verbal and non- verbal behaviour of others.
3. Pay attention to the response of others in order to avoid unintentional offense.
4. Ask yourself first if your verbal or non- verbal behaviours might have a negative impact on other co-workers.
5. If you think you are being harassed by an individual or a group, do not accept it as a joke.

As per the guidelines of AICTE, a committee has been constituted for ensuring the safety of women in the institute for the academic session 2023-24. The committee comprise of the following persons –

1. Dr. Ritu Kumari Singh (Dean Students' Welfare) Chairperson
2. Ms. Nidhi G Kappor (Dean Training & Placement) Member
3. Dr. Uma Gupta (Associate Professor) Member
4. Dr. Vikas Kumar Pandey (Professor) Member
5. Ms. Aditi Tiwari (Registrar Office) Member
6. Ms. Isha Agarwal (Student) Member
7. Mr. Aditya Awasthi (Student) Member
8. Ms. Ishita Sarkar (Student) Member