



Anti-Sexual Harassment Policy

IILM UNIVERSITY

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Rev.	Date	Issued for Implementation Description
IILM UNIVERSITY GREATER NOIDA		Anti-Sexual Harassment Policy

Introduction

IILM University, Greater Noida, is committed to fostering a safe, respectful, and dignified environment for its students, faculty, staff, and visitors. This policy aims to ensure a harassment-free campus where all members can thrive academically and professionally without fear of sexual harassment. It outlines preventive measures, complaint resolution processes, and support mechanisms.

Objectives

The objectives of this policy are to:

- Create awareness and conduct education programs to prevent sexual harassment.
- Maintain a supportive environment free of harassment for all members of the university.
- Provide a confidential and transparent process for addressing complaints of sexual harassment.
- Enforce appropriate actions against those found guilty of harassment.
- Offer comprehensive support to victims, including counselling and accommodations.

Scope

This policy applies to all individuals associated with IILM University, including students, faculty, staff, and visitors, on and off-campus during university-sponsored events, internships, or any related activities.

Definition of Sexual Harassment

Sexual harassment includes unwelcome sexual advances, requests for sexual favours, or verbal, non-verbal, or physical conduct of a sexual nature. Examples include:

- Unwelcome sexual propositions.
- Inappropriate touching or physical advances.
- Sexually explicit jokes or gestures.
- Display of suggestive material.
- Unsolicited remarks about personal appearance or attire.
- Cyber harassment of a sexual nature.
- Sexual assault or coercion.

Harassment is actionable if it:

1. Is a condition for academic or employment decisions.
2. Influences decisions affecting an individual's participation in activities.
3. Creates an intimidating or hostile environment.

Policy Framework

1. Prevention and Education

1.1 Awareness Campaigns

- Regularly organize seminars, workshops, and campaigns on recognizing, preventing, and addressing sexual harassment.

- Display information through posters, brochures, and the university website.

1.2 Mandatory Training

- Provide annual training sessions for all students, faculty, and staff on anti-harassment policies and reporting mechanisms.
- Specialized training for the Internal Complaints Committee (ICC) to ensure efficient handling of cases.

1.3 Policy Inclusion in Academic Materials

- Integrate anti-sexual harassment guidelines into student handbooks, employee contracts, and faculty manuals.
- Reinforce awareness during orientation programs for new students and employees.

2. Reporting Mechanisms

2.1 Internal Complaints Committee (ICC)

- i. The ICC shall have the following composition:
 - a) A Presiding Officer who shall be a women faculty member employed at a senior level (not below a Professor) in the University, nominated by the Vice- Chancellor;
 - b) Two faculty members and two non-teaching employees, preferably committed to the cause of women or who have had experience in social work or have legal knowledge, nominated by the Vice-Chancellor;
 - c) Three students, if the matter involves students, who shall be enrolled at the undergraduate, master's, and research scholar levels, respectively; and
 - d) One member from amongst non-government organizations or associations committed to the cause of women or a person familiar with the issues relating to sexual harassment, nominated by the Vice-Chancellor.
- ii. At least one-half of the total members of the ICC shall be women
- iii. Persons in senior administrative positions in the University, such as Vice- Chancellor, Pro-Vice-Chancellor, Registrar, Deans, Heads of Department, etc, shall not be members of ICC in order to ensure autonomy of their functioning.
- iv. The term of office of the members of the ICC shall be for a period of three years. The University may also endeavour to follow a system whereby one-third of the members of the ICC may change every year.

2.2 Complaint Filing

Complaints may be submitted via:

- A written report to the ICC or a designated officer.
- An email or dedicated online portal.
- Verbal communication with ICC members, followed by a formal written submission.

2.3 Protection for Complainants and Witnesses

- Complainants and witnesses will be protected from retaliation or victimization.
- Anonymity and confidentiality will be maintained throughout the investigation process.

3. Investigation and Resolution Process

3.1 **Preliminary Review:** The ICC will conduct an initial review to determine the validity of the complaint.

3.2 Fair and Transparent Investigation

- Both complainant and respondent will have the opportunity to present evidence and witnesses.
- Investigations will be conducted impartially and without undue delay.

3.3 Interim Measures

To safeguard the complainant during the investigation:

- Temporary changes in work schedules or academic settings may be made.
- No-contact directives between parties will be enforced.

3.4 Resolution and Disciplinary Actions

Based on the findings, the following actions may be taken:

- Warnings or mandatory counselling.
- Suspension, expulsion, or termination of the respondent's association with the university.
- Criminal proceedings in cases of severe misconduct, as per the law.

4. Support Services

4.1 Counselling and Assistance

- Access to confidential counselling and mental health services will be provided.
- Referral to external legal or psychological resources when necessary.

4.2 Medical Support

- Victims of harassment or assault will be provided medical care and assistance.

4.3 Academic and Workplace Accommodations

- Extensions on deadlines, flexible schedules, or relocation to a different academic/work setting will be offered to affected individuals.

5. Monitoring and Evaluation

5.1 Policy Review

- The policy will be reviewed biennially to ensure alignment with legal standards and community needs.
- Feedback from stakeholders will guide updates and improvements.

5.2 Implementation Monitoring

- Periodic audits will ensure adherence to policy guidelines and effective implementation.

Roles and Responsibilities

- **University Administration:** Ensure resources for awareness, training, and support systems.
- **Internal Complaints Committee:** Investigate complaints, recommend disciplinary actions, and maintain records.
- **Faculty and Staff:** Uphold professional behavior and report observed incidents.
- **Students:** Adhere to the university's code of conduct and report harassment incidents responsibly.

Implementation and Enforcement

- **Awareness Programs:** Anti-harassment content will be part of university events and communication channels.
- **Disciplinary Actions:** Violations of the policy will lead to strict disciplinary measures, ensuring justice and deterrence.
- **Communication and Transparency:** Regular updates and reminders about the policy and reporting mechanisms will be disseminated widely.

Conclusion

This Anti-Sexual Harassment Policy demonstrates IILM University's unwavering commitment to a safe and respectful campus environment. Through education, accountability, and proactive measures, the university aims to eliminate harassment and uphold its values of equality and justice.

Approved By:


Vice Chancellor,
IILM University, Greater Noida

