

Ref. No: AU- HZB/Reg.O/2025/1906

Date: 10/02/2025

NOTIFICATION

Sexual Harassment Committee

Members	Name
Presiding Officer	Dr. Madhavi Mehta
Member	Dr. Rosy Kant
Member	Ms. Komal Pallavi Bhengra
Member	Mrs. Seema Kumari
External member	Advocate Manish Chandra
Representative	Dr. S.R. Rath
Representative	Shri. S. N. K. Upadhaya

The tenure of the above said Internal Sexual Harassment Committee will be for one year from the date of this notification.

Copy to:

- 1) PA to VC
- 2) Dean
- 3) Committee Members
- 4) Guard file




 Registrar

Roles & Responsibilities:

- 1) To ensure provision of a work and educational environment is free from sexual harassment.
- 2) Provide information and training to students /staff on their responsibilities in relation to maintaining a work and study information free from sexual harassment.
- 3) Provide information about what constitutes Sexual Harassment and about their responsibility not to sexually harass other staff and students.
- 4) In all the circumstances ensures that the person who feels they have been harassed would feel offended, humiliated or intimidated. Give an undertaking that no employee will be victimized or disadvantaged for making a complaint.
- 5) Display anti- sexual harassment posters on notice boards in common work areas and distribute relevant brochures; Conduct regular awareness rising sessions for all staff on sexual harassment issues.
- 6) Ensure that complaints processes:
 - Are clearly documented;
 - Are explained to all employees;
 - Offer both informal and formal option for resolution;
 - Are based on the principles of natural justice;
 - Provide clear guidance on investigation procedures and record keeping;
- 7) In the course of the proceedings, the committee shall have to summon witnesses and call for documents or any information from any employee /students. If the committee is satisfied

that a prima facie case of sexual harassment is made out against the accused employees / students and that there is any chance of the recurrence of any such action, or that it is required to do so in the interest of justice , it may , on the request of the complaint or otherwise, disciplinary action could be initiated in the form of:

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| 1. Warning | 7. Written apology |
| 2. Bond of good behaviour | 8. Adverse remarks in the confidential report |
| 3. Debarring from supervisory duties | 9. Denial of membership of statutory bodies |
| 4. Denial or re- employment/ re-admission | 10. Reverting, demotion |
| 5. Suspension | 11. Dismissal |
| 6. Stopping of increments /promotion
Denying admission ticket | |

Annual report

The Chairperson of the Committee will prepare an annual report at the end of each academic year, giving a full account of activities of the committee during the year gone by. A copy of the report may be sent to the Registrar, AISECT University, Hazaribagh.



Registrar