



# Yogoda Satsanga Palpara Mahavidyalaya

NAAC Accredited ('B' Grade) and NCTE Recognized (B.Ed. and M.Ed Courses)  
affiliated to  
Vidyasagar University, Midnapore and WBUTTEPA, Kolkata, (Govt. of West Bengal)

At + P.O : Palpara, Dist : Purba Medinipur, PIN Code – 721458, West Bengal, India

## INSTITUTIONAL PERSPECTIVE OF THE ANTI-SEXUAL HARASSMENT CELL/WOMEN'S CELL

### What is Sexual harassment?

- **Unwelcome Conduct:** Behavior that is unwanted or unsolicited. If the conduct is not consensual or is perceived as offensive by the recipient.
  - **Sexual Comments or Advances:** Inappropriate comments, gestures, or advances of a sexual nature can constitute harassment. This includes explicit remarks, sexual jokes, or unwarranted attention.
  - **Non-Consensual Touching:** Any form of unwelcome physical contact, such as touching, groping, or brushing against someone.
  - **Sexual Coercion or Pressure:** Forcing or pressuring someone into sexual activities against their will, or creating an environment where they feel compelled to engage in such activities.
  - **Display of Explicit Material:** Showing, sharing, or displaying sexually explicit material, whether in physical or digital form, without consent can contribute to a hostile environment and constitute harassment.
  - **Sexual Intimidation:** Behavior intended to intimidate or create a hostile atmosphere based on a person's gender or sexual orientation.
  - **Cyber Harassment:** Unwanted online behaviors, such as online stalking, explicit messages, or sharing intimate photos without consent, can constitute sexual harassment in virtual spaces.
- **Creation of Hostile Environment:** A pattern of behavior that creates an intimidating, offensive, or hostile environment for an individual or a group based on their sex, gender, or sexual orientation.
  - **Retaliation for Rejecting Advances:** Taking adverse actions against someone who rejects or reports sexual advances, such as professional retaliation or creating a hostile work or educational environment.

If you believe you have experienced or witnessed sexual harassment, seek support or report the incident as appropriate.

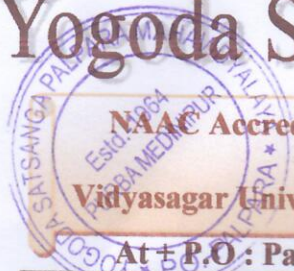
### How to respond if you or someone you know is being sexually harassed?

If you or someone you know is experiencing sexual harassment in an educational institution, it is essential to take prompt and appropriate action to address the situation. Here are steps to consider:

1. **Recognize and Acknowledge:** Acknowledge that the behavior is inappropriate and constitutes sexual harassment. Trust your feelings and recognize that harassment can take various forms.
2. **Document the Incident:** Keep a record of the incidents, including dates, times, locations, and details of the behavior. Note any potential witnesses. Documentation can be crucial for further action to be taken.
3. **Ensure Personal Safety:** If you feel unsafe, prioritize your well-being. Remove yourself from the situation, find a safe space, and seek support from friends, family, or campus security.
4. **Talk to Someone You Trust:** Share your experience with a trusted friend, family member, or a faculty member. Talking about the situation can



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provide emotional support and help you decide on the next steps.

5. **Know Your Institution's Policies:** Familiarize yourself with your institution's policies and procedures regarding sexual harassment. These policies often outline reporting mechanisms and support services available on campus.

6. **Report to the Proper Authorities:** Report the incident to the appropriate authorities within the educational institution, that is, to the Anti-sexual Harassment Cell/Women's Cell.

7. **Use Reporting Mechanisms:** Utilize the reporting mechanisms provided by the institution, such as online reporting forms, complaint boxes, or in-person consultations. Provide as much detail as possible to assist with the investigation.

8. **Seek Support Services:** Access support services offered by the institution, such as references for counseling or psychological support, and legal support.

9. **Encourage Others to Report:** If you witness or are aware of someone else experiencing harassment, encourage them to report the incident and provide support. Reporting can help create a safer environment for everyone.

10. **Consult Legal Resources:** If the harassment persists or if you believe your case requires legal intervention, consult legal resources or seek advice from an attorney specializing in sexual harassment cases.

11. **Follow Up:** Follow up with the designated authorities to ensure that your report is being addressed. This may involve participating in the

investigation process and staying informed about the actions taken.

12. **Know Your Rights:** Understand your rights as a victim of sexual harassment. Familiarize yourself with any legal protections or rights afforded to you by local laws.

Remember, taking action against sexual harassment is crucial not only for your well-being but also for creating a safe and respectful environment for everyone in the college. Reporting harassment contributes to a culture that promotes accountability and ensures that individuals feel supported in pursuing their education free from discrimination and harassment.

## How to complain/ seek support?

- **Contact any of the members of the Anti-Sexual Harassment Cell/Women's Cell**
  - Dr. Srimati Pandit (Convener), Department of Bengali
  - Mrs. Sova Pal, Department of Computer Science
  - Mrs. Arundhuti Bhattacharya, Department of History
  - Mr. Satyabrata Sahoo, Librarian
  - Ms. Srimoyee Roy, Department of English
- Submit your complaint at the Women's Cell Complaint Box located on the Ground Floor of the New Building
- **Submit your complaint through the online Complaint Form provided on the College Website:**  
<https://docs.google.com/forms/d/e/1FAIpQLSfGpu4rrx5coySOMWIHNNspGiJpvFEy07hLo2nkd0COPyfkUQ/viewform>

*Sandt 24/02/2023*  
(Dr. Srimati Pandit)  
Convener

Women's Cell/Anti Sexual Harassment Cell

Date: 24/02/2023

*[Signature]*  
Prof. (Dr.) Pradipta Kumar Mishra  
Principal  
Y.S. Palpara Mahavidyalaya  
Principal  
Y.S. Palpara Mahavidyalaya  
24/02/2023