



13-19

# 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

## Resolution of the Anti-Sexual Harassment Cell/Women's Cell Meeting

- Meeting Date: 12/09/2018
- Time: 4pm
- Location: principal's office

### Agenda and Resolution:

#### 1. Introduction and Discussing the Purpose of the Anti-Sexual Harassment Cell:

The Convener and Cell members provided an overview of the purpose and objectives of the Anti-Sexual Harassment Cell, emphasizing the importance of creating a safe and respectful environment within the institution.

#### The objectives of the Cell include:

The objectives of an Anti-Sexual Harassment Cell are to create a safe and respectful environment within an organization or institution, addressing and preventing incidents of sexual harassment. The specific objectives may vary depending on the nature and scope of the Cell, but generally include:

- Prevention:** Develop and implement preventive measures to create awareness about sexual harassment and promote a culture of respect and dignity.
- Policy Development:** Establish clear and comprehensive policies and guidelines on sexual harassment prevention, reporting, and resolution.
- Education and Training:** Conduct regular training programs for employees or members of the organization to educate them about what constitutes sexual harassment, the reporting process, and the consequences of such behavior.
- Awareness Campaigns:** Organize awareness campaigns to inform the community about the Cell's role, policies, and available resources for addressing sexual harassment.
- Respond to Complaints:** Establish procedures for receiving and addressing complaints of sexual harassment promptly, impartially, and confidentially.
- Investigation and Resolution:** Investigate complaints thoroughly, ensuring a fair and impartial process, and take appropriate disciplinary action against those found responsible.



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- vii. **Support for Victims:** Provide support and assist with resources for individuals who have experienced sexual harassment, including counseling, awareness on legal assistance.
- viii. **Monitoring and Reporting:** Monitor the effectiveness of preventive measures and report regularly to relevant authorities on the status of sexual harassment prevention efforts.
- ix. **Collaboration with Authorities:** Collaborate with law enforcement, legal professionals, and other relevant authorities to ensure that cases of sexual harassment are appropriately handled and resolved.
- x. **Regular Review and Improvement:** Regularly review and update policies and procedures based on feedback, changing circumstances, and emerging best practices to ensure continuous improvement.
- xi. **Non-Retaliation:** Establish measures to protect individuals who report incidents of sexual harassment from retaliation and ensure that such cases are treated with utmost confidentiality.
- xii. **Promote Inclusivity and Diversity:** Work towards creating an inclusive and diverse environment that respects the rights and dignity of all individuals, regardless of gender or background.
- xiii. **Compliance:** Ensure compliance with relevant laws and regulations related to sexual harassment prevention.
- xiv. **Community Engagement:** Engage with the broader community, including students, staff, faculty, and other stakeholders, to foster a collective commitment to preventing sexual harassment.

These objectives collectively contribute to the creation of a safe, respectful, and inclusive environment free from sexual harassment within the institution.

## 2. Outline and Prepare a Zero Tolerance Policy on Sexual Harassment:

A comprehensive zero tolerance policy on sexual harassment has been outlined and prepared. The policy focuses on preventing, addressing, and penalizing instances of sexual harassment within the institution.

## 3. Discuss How to Address Complaints and Grievances and Plan the Installation of a Complaint Box:



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Cell members discussed the procedures for addressing complaints and grievances related to sexual harassment. Plans were made for the installation of a complaint box at a strategic and accessible location within the campus.

- One complaint box to be placed on the ground floor of the Central Library of the college.
- One complaint box to be placed on the ground floor of the Administrative Building near its entrance, so that it may be spotted easily by the students.

4. Discuss Relevant Grievances/Complaints from Students (or Others) if any:

No such complaints have reached the Cell yet. The Cell plans to sensitize the students to come forward in case of an incident.

5. Miscellaneous:

Students may reach out to any of the Cell members to discuss an incident under strict confidentiality.

Action Items:

1. Finalize and publish the Zero Tolerance Policy
2. Set up the locations for the complaint boxes
3. Develop a communication plan for promoting the zero-tolerance policy
4. Review and update Cell contact information

Announcements:

1. Weekly updates to be given to the Convener regarding assigned tasks

Next Meeting: TBA

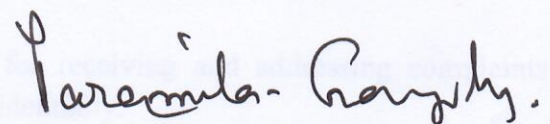
Date: TBA

Time: TBA

Location: TBA

Adjournment:

Time: 2.30 PM

  
Paramita Ganguly 12/9/18  
Convener

Anti-Sexual Harassment Cell/Women's Cell