



SADHAN CHANDRA MAHAVIDYALAYA

Affiliated to the University of Calcutta and included under section 2(f) & 12(B) of the UGC Act, 1956
Vill.-Harindanga, ♦ P.O.-Chaberia, ♦ P.S.-Falta ♦ Dist.-South 24 Parganas,
Pin.-743504 ♦ Phone : 9734786645; 03174-298873 (Land line)

ESTD-2007 E-mail : sadhanchandra.mahavidyalaya@gmail.com ♦ Website : sadhanchandramahavidyalaya.org & scm.ac.in

f. No. :

Date

Policy on Anti-Ragging, Sexual Harassment, and Grievance Redressal

1. Introduction

Sadhan Chandra Mahavidyalaya is committed to providing a safe, respectful, and supportive environment for all its students, faculty, and staff. This policy document outlines the institution's stance and procedures regarding anti-ragging, prevention of sexual harassment, and grievance redressal.

2. Objectives

The primary objectives of this policy are to:

1. Prevent ragging, sexual harassment, and any form of misconduct within the institution.
2. Provide clear guidelines and procedures for reporting and addressing incidents of ragging and sexual harassment.
3. Ensure a transparent and fair grievance redressal mechanism.
4. Promote a culture of respect, safety, and inclusivity.

3. Scope

This policy applies to all students, faculty, staff, and visitors of Sadhan Chandra Mahavidyalaya. It covers incidents occurring on campus, as well as off campus activities that are related to the institution.

4. Policy on Anti-Ragging

4.1 Definition

Ragging is defined as any act that causes or is likely to cause physical or psychological harm or creates apprehension or fear. It includes any form of physical abuse, sexual harassment, verbal abuse, or forcing an individual to perform degrading acts.

4.2 Prohibited Activities

1. Physical abuse, including any form of violence.
2. Verbal abuse, including offensive language, insults, and name calling.
3. Forcing an individual to perform humiliating or degrading acts.
4. Sexual harassment or any unwelcome physical contact.
5. Psychological harassment, including intimidation, bullying, and threats.

4.3 Preventive Measures

1. Awareness Campaigns: Conduct regular awareness programs on the harmful effects of ragging.
2. Anti-Ragging Committee: Establish an Anti-Ragging Committee to monitor and address issues related to ragging.
3. Orientation Programs: Include anti-ragging information in orientation programs for new students.
4. Counseling Services: Provide counseling services to victims of ragging.





SADHAN CHANDRA MAHAVIDYALAYA

Affiliated to the University of Calcutta and included under section 2(f) & 12(B) of the UGC Act, 1956
Vill.-Harindanga, ♦ P.O.-Chaberia, ♦ P.S.-Falta ♦ Dist.-South 24 Parganas,

Pin.-743504 ♦ Phone : 9734786645; 03174-298873 (Land line)

ESTD-2007 E-mail : sadhanchandra.mahavidyalaya@gmail.com ♦ Website : sadhanchandramahavidyalaya.org & scm.ac.in

f. No. :

Date

4.4 Reporting and Redressal Mechanism

1. Reporting: Incidents of ragging can be reported to the Anti-Ragging Committee, designated faculty members, or through an online portal.
2. Investigation: The Anti-Ragging Committee will conduct a thorough investigation of reported incidents.
3. Disciplinary Action: Appropriate disciplinary action will be taken against individuals found guilty of ragging, which may include suspension, expulsion, or legal action.
4. Support for Victims: Provide support and counseling to victims of ragging.

5. Policy on Sexual Harassment

5.1 Definition

Sexual harassment includes any unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature that creates a hostile, intimidating, or offensive environment.

5.2 Prohibited Activities

1. Unwelcome sexual advances or requests for sexual favors.
2. Verbal or physical conduct of a sexual nature that interferes with an individual's performance or creates an intimidating environment.
3. Display of sexually explicit material.
4. Sexual jokes, comments, or gestures.
5. Any other behavior of a sexual nature that violates the dignity of an individual.

5.3 Preventive Measures

1. Awareness Programs: Conduct regular training and awareness programs on sexual harassment and gender sensitivity.
2. Internal Complaints Committee (ICC): Active ICC to handle complaints of sexual harassment.
3. Safe Environment: Ensure a safe and supportive environment where individuals can report incidents without fear of retaliation.
4. Policy Dissemination: Disseminate the sexual harassment policy to all members of the institution.

5.4 Reporting and Redressal Mechanism

1. Reporting: Incidents of sexual harassment can be reported to the ICC, designated faculty members, or through an online portal.
2. Investigation: The ICC will conduct a thorough investigation of reported incidents.
3. Disciplinary Action: Appropriate disciplinary action will be taken against individuals found guilty of sexual harassment, which may include suspension, expulsion, or legal action.
4. Support for Victims: Provide support and counseling to victims of sexual harassment.

6. Grievance Redressal Policy

6.1 Definition





SADHAN CHANDRA MAHAVIDYALAYA

Affiliated to the University of Calcutta and included under section 2(f) & 12(B) of the UGC Act, 1956
Vill.-Harindanga, ♦ P.O.-Chaberia, ♦ P.S.-Falta ♦ Dist.-South 24 Parganas,
Pin.-743504 ♦ Phone : 9734786645; 03174-298873 (Land line)

ESTD-2007 E-mail : sadhanchandra.mahavidyalaya@gmail.com ♦ Website : sadhanchandramahavidyalaya.org & scm.ac.in

f. No. :

Date

A grievance is defined as any concern or complaint regarding unfair treatment, discrimination, or any other issue affecting the wellbeing and performance of an individual within the institution.

6.2 Reporting Mechanism

1. Grievance Cell: Establish a Grievance Redressal Cell to address grievances from students, faculty, and staff.
2. Submission: Grievances can be submitted in writing, through email, or via an online portal.

6.3 Redressal Process

1. Acknowledgment: Acknowledge the receipt of the grievance within a specified time frame.
2. Investigation: Conduct a thorough investigation of the grievance.
3. Resolution: Provide a resolution to the grievance within a stipulated time frame.
4. Appeal: Allow for an appeal process if the complainant is not satisfied with the resolution.

7. Implementation Strategy

Policy:

1. Action Plan: Develop a detailed action plan with specific targets, timelines, and responsibilities for implementing the policies.
2. Resource Allocation: Allocate necessary resources, including funding, personnel, and training, for the successful implementation of the policies.
3. Collaboration: Collaborate with external organizations, NGOs, and government agencies to support and enhance the institution's anti-ragging, sexual harassment prevention, and grievance redressal efforts.

8. Monitoring and Evaluation

Policy:

1. Performance Indicators: Establish key performance indicators (KPIs) to monitor the progress and impact of the policies.
2. Regular Reviews: Conduct regular reviews and audits to assess the effectiveness of the implemented measures and identify areas for improvement.
3. Reporting: Prepare and publish an annual report on anti-ragging, sexual harassment prevention, and grievance redressal to communicate progress and achievements to stakeholders.

9. Awareness and Training

Policy:

1. Workshops and Training: Conduct regular workshops, training sessions, and seminars on anti-ragging, sexual harassment prevention, and grievance redressal for students, faculty, and staff.
2. Awareness Campaigns: Organize awareness campaigns to promote understanding and compliance with the policies.





SADHAN CHANDRA MAHAVIDYALAYA

Affiliated to the University of Calcutta and included under section 2(f) & 12(B) of the UGC Act, 1956
Vill.-Harindanga, ♦ P.O.-Chaberia, ♦ P.S.-Falta ♦ Dist.-South 24 Parganas,
Pin.-743504 ♦ Phone : 9734786645; 03174-298873 (Land line)

ESTD-2007

E-mail : sadhanchandra.mahavidyalaya@gmail.com ♦ Website : sadhanchandramahavidyalaya.org & scm.ac.in

Ref. No. :

Date

10. Review and Amendments

Policy:

1. Periodic Review: The policies will be reviewed periodically to ensure they remain aligned with the latest best practices and regulatory guidelines.
2. Amendments: Any amendments to the policies will be made based on recommendations from relevant committees and changes in regulations or institutional needs.
3. Approval: Amendments will be approved by the Principal and Governing Body before implementation.

11. Conclusion

Sadhan Chandra Mahavidyalaya is dedicated to ensuring a safe, respectful, and supportive environment for all its members. By adhering to the guidelines outlined in this policy document, the institution aims to prevent ragging and sexual harassment, provide a fair grievance redressal mechanism, and promote a culture of respect, safety, and inclusivity.

Policy approved by Governing Body on: 05/12/2022 (Item No.: 18)

(Dr. Sk. Fazlul Haque)
Principal

Principal
Sadhan Chandra Mahavidyalaya
Harindanga, Falta, South 24 Parganas

