



# ABHILASHI COLLEGE OF PHARMACY

Ner Chowk, Distt-Mandi H.P. -175008

Approved By: AICTE, PCI & Affiliated to:- HPTU- Hamirpur

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An ISO: 9001:2008 CERTIFIED INSTITUTIONS

Date: 01/10/21

## ANTI-SEXUAL HARRASHMENT COMMITTEE

**Objective:** Prevention of sexual harassment to ensure a safe working environment for women employees and girl students.

### Members of Committee:

S.N	Name	Designation	Contact No	E-mail address
1.	Ms. Shweta Saini	Chairperson	8988146637	<a href="mailto:shweta.mpharm.ss@gmail.com">shweta.mpharm.ss@gmail.com</a>
2.	Dr. Bhupendra Singh	Member Secretary	9805229169	<a href="mailto:bhupendratomar81@gmail.com">bhupendratomar81@gmail.com</a>
3.	Mr. Narender Kumar	Member	9816005139	<a href="mailto:principalacop@gmail.com">principalacop@gmail.com</a>
4.	Mr. Anil	Member	8219808066	<a href="mailto:anilph10@gmail.com">anilph10@gmail.com</a>
5.	Ms. Geetanjali Saini	Member	8264401169	<a href="mailto:geetanjalisaini81@gmail.com">geetanjalisaini81@gmail.com</a>
6.	Ms. Pooja Chauhan	Member	8894069936	<a href="mailto:ibaadat746@gmail.com">ibaadat746@gmail.com</a>

### Jobs & Responsibilities:

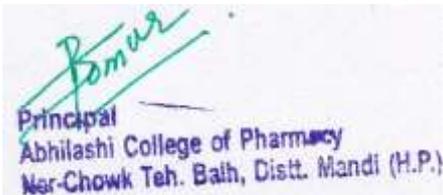
1. To ensure the provision of a work and educational environment that is free from sexual harassment (Sexual harassment is defined by law from the perspective of the person who feels they have been harassed and it occurs if the person who feels they have been harassed feels offended, humiliated, or intimidated by the conduct and it is reasonable, in all the circumstances that the person who feels they have been harassed would feel offended, humiliated or intimidated).

2. To take all reasonable steps (active and preventive) to prevent the harassment from occurring; To address any oral/written complaint about unwelcome sexual advances, unsolicited acts of physical intimacy, unwelcome requests for sexual favors, or other unwelcome conduct of a sexual nature. Unwelcome conduct of a sexual nature includes oral or written statements of a sexual nature to a person, or in a person's presence.

3. Obtain high-level support from the chief executive officer and Principal for implementing a comprehensive strategy:

- Providing information to all staff and students about what constitutes sexual harassment and about their responsibility not to sexually harass other staff and students
- Providing information and training to students and staff conducting teaching and learning activities on meeting their responsibilities in relation to maintaining a work and study environment free from sexual harassment.

4. Develop a written policy that prohibits sexual harassment.
  - a. The Institute shall have a Sexual Harassment Policy. The policy outlines the Institute's key commitments and legal responsibilities and provides a definition of sexual harassment and behaviors that are not acceptable.
  - b. Complaints of sexual harassment are handled separately for staff and students under the Staff Complaints Policy and Sexual Harassment Complaints Resolution Procedures for students.
5. Display anti-sexual harassment posters on notice boards in common work areas and distribute relevant brochures; Conduct regular awareness-raising sessions for all staff on sexual harassment issues.
6. Ensure that complaints processes:
  - a. are documented;
  - b. are explained to all employees;
  - c. offer both informal and formal options for resolution;
  - d. address complaints in a manner that is fair, timely, and confidential;
  - e. are based on the principles of natural justice;
  - f. provide clear guidance on internal investigation procedures and record keeping;



Principal  
Abhilashi College of Pharmacy  
Ner-Chowk Teh. Balh, Distt. Mandi (H.P.)