

Geethanjali College of Engineering and Technology (Autonomous)

(Approved by AICTE, Permanently Affiliated to JNTUH, Accredited by NAAC with 'A' Grade)
Cheeryal (V), Keesara (M), Medchal Dist., Telangana - 501 301

Women Protection Cell

Women Protection Cell looks after the welfare and safety of women employees, girl students, facilitate redressal of their grievances and shall cater to their needs/problems.

Women faculty\staff and girl students can utilise rest room, when they need or if they fall sick during college time, which is available in Block-V. Display of helpline numbers of SHE teams and Police Station on notice boards are available for the safety measure of women and girl student's.

The cell provides counselling to economically poor students and gives moral support to continue their education. In addition, WPC identifies and counsels the students who have low self-esteem and motivate them to boost up their confidence levels.

WPC conduct activities which are useful for all-round development of the women, girl students, and various programs that reduces gender parity, improve self-confidence.

Guidelines on the working of GCET Women Protection Cell for dealing with Sexual Harassment background.

According to the Constitution of India, right to Equality is a Fundamental Right that includes the right to equality before law, prohibition of discrimination and equality of opportunities in matters of public employment. As per the directions of government policy act 2013, the Women protection cell in GCET was constituted in 2013. In accordance with the mandate that it shall be the duty of the employer to prevent or deter the commission of acts of sexual harassment and to provide the procedures for the resolution, settlement or prosecution of acts of sexual harassment by taking all steps required, and to be proactive by developing a comfortable atmosphere in the campus, where women can work safely with dignity and girl students can build up their career.

Constitution of Committee of Women Protection Cell (WPC)

General Requirements While constituting the WPC, the requirements follows as

- Faculty representatives from all the branches of the Institution should be in the Cell.
- Convenor/Presiding officer should be a woman.
- A socially aware non-GCET person (possibly an NGO member) has to be in the committee.
- Majority of the members should comprise of females, and girl students also be part of the cell.
- Members should have personal integrity and gender sensitivity.

Disqualification:

A person shall be disqualified from being nominated to the WPC if there is a complaint of gender discrimination/sexual harassment against him/her.


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Duration of the Committee

The tenure of the WPC will be for two years.

Meetings

The WPC shall meet at least twice a year. The meetings may be chaired by the Convenor/Presiding officer and the Member-Secretary will be responsible to call the meeting and take the minutes and circulate them. The notice of the meeting may be circulated in advance. At least 50% of members should present in the meetings. In emergency situations,(if any complaint lodged) the meeting may be called at a shorter notice and held with fewer members. In the absence of the Convenor/Presiding officer, the members present shall appoint a female member to act as the Chairperson for the said meeting.

Objectives:

1. Prevent gender discrimination and sexual harassment, by promoting gender amity amongst all.
2. Deal with cases of sexual harassment, in a time bound manner, aiming at ensuring support services to the victimized and eradicate the harassment.
3. Recommend appropriate punitive action against the guilty party to the higher authority(principal).

Functions:

The main functions of the WPC are

- Promotion of Gender equity.
- Programmes concerning women's welfare
- Deal with Cases of Gender Discrimination/Sexual Harassment

According to the Code of Conduct at Work Place prepared by the National Commission for Women in 1998, sexual harassment includes such unwelcome sexually determined behaviour by any person either individually or in association with other persons or by any person in authority, whether directly or by implications, such as the following:

- Eve Teasing
- Unpleasant remarks
- Jokes causing or likely to cause awkwardness or embarrassment
- Inacceptable and taunts
- Gender based insults or sexist remarks
- Unwelcome sexual overtone in any manner such as over telephone (intolerable telephone calls) and any kind of actions.
- Touching or brushing against any part of the body and the like.
- Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings
- Forcible physical touch or molestation and
- Physical confinement against one's will and any other act likely to violate one's privacy



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Deal with Cases of Gender Discrimination/Sexual Harassment:

- Deal with complaints of gender discrimination/sexual harassment and make an inquiry into the case.
- Provide support services to the victimized and recommend early action to the higher authorities(principal) to ensure termination of the harassment with immediate effect.
- Consult and refer the victim to a lawyer, doctor and/or a counselor, as the need may be and submit a report to the higher authorities, recommending appropriate punitive action against the accused if found guilty; and
- Provide information/consultation to anyone who wants to discuss issues relating to gender discrimination/sexual harassment whether a complaint has been lodged or not.
- Follow the Complaint redressal procedure (as described below)

Complaint Redressal Procedure:

- A complaint of gender discrimination/sexual harassment may be lodged with any member of WPC in writing by the complainant or through online in the portal provided with <https://www.geethanjaliinstitutions.com/>
- Under special circumstances an individual, who may be a friend/colleague/teacher/parent of the complainant, may make a written complaint on behalf of the victim.
- A written complaint to the WPC may be addressed to the Presiding officer of the WPC. If a written complaint is made to the Principal, Dean, or any of the WPC members of GCET, the complaint shall be forwarded to the Presiding officer of the WPC.

Redressal Mechanism:

Immediate Action:

- The member of the WPC, to whom the complaint has been made, should immediately provide initial support and consultation to the victim.
- On receipt of the written complaint, the WPC shall initially try to resolve the dispute through informal discussions. However, if the dispute cannot be resolved through such means, an Inquiry Committee shall be set up by the WPC presiding officer preferably within the next ten working days. The Inquiry Committee immediately call for a meeting which consists at least three persons from the WPC, co-opting other members from GCET, or outside GCET, if necessary and try to resolve the dispute through counselling and mediation.
- During the pending inquiry, the complainant shall be protected against the accused. If the accused is an outsider, he/she may not be allowed to enter the Institution, during this period.

Procedure for the Enquiry and Redressal:

- The Inquiry Committee shall investigate into the issue, by laying down its own procedure, to find out if the accused is prima facie guilty and the nature and extent of the guilt. It shall interview the complainant, the accused and others related to the case, and investigate relevant documents or evidence that may be referred to.
- If there is a prima facie case against the accused, the WPC may recommend immediate suspension till the person is proved innocent or the issue is settled.
- In case the accused is found guilty, the WPC may recommend appropriate punitive action and will take an under taking letter stating that he/she accepted his/her mistake,

assures that it won't be repeated in future. The same will be informed to principal by the Committee.

- The Presiding officer may discuss his/her plan of punitive action against the guilty party with the WPC and then implement it within fifteen working days.
- A copy of the Presiding officer's order (or an action taken report) of the punitive action to the perpetrator may be given to the complainant/victim.
- The complainant shall have the right to appeal to the Chairperson of the Governing Board if she/he is not satisfied by the action taken by the Presiding officer.
- The Inquiry Committee shall submit its report to the higher authority after proper inquiry.

Punitive Action:

- An employee guilty of sexual harassment shall be liable to give a written apology to the victim and any of the following punitive actions:
 - Suitable censure/warning.
 - Withholding of increments.
 - Reduction to lower service, grade or post.
 - Removal or dismissal from service.
- A student guilty of sexual harassment shall be liable to give a written apology to the victim and any of the following punitive actions:
 - Suitable censure/warning.
 - Withholding/withdrawing scholarship/fellowship and other benefits.
 - Rustication from the Institution for a period up to a certain period or
 - Suspension or Expulsion from the Institution.

WPC shall be ethically responsible to the complainants and the accused and shall do its utmost to provide justice for each complaint to the best of its ability.

Promotion of Gender Equality and Programmes concerning Women's Welfare:

- Organize awareness lectures/workshops/training programmes on different aspects of gender amity.
- Take proactive steps towards health management of all and particularly women.
- Provide information/consultation on gender amity to any student or employee who seeks it.
- Organize health awareness programmes such as stress-control or prevention of cancer.
- Organize socially relevant programmes such as collection and distribution drives and child education.
- Organize seminar/workshops on legal rights of women.
- Organize cultural programmes with the basic objective of increasing awareness in women.
- Promoting gender amity and preventing gender discrimination and sexual harassment at work place, as and when possible.

Over the last eight years GCET Women Protection Cell has been dealing with cases of sexual harassment that came up, and has also been organizing awareness activities on gender sensitization/equality and women's welfare workshops/lectures.


Principal
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Constitution of Women Protection Cell Committee

GCET/WPC/46 /2020-21

Dt. 16-09-2020

OFFICE OF THE PRINCIPAL

OFFICE ORDER

It is hereby informed that the Women's Protection Cell of the college is reconstituted with the following composition and functions, for the academic years 2020-21 and 2021-2022.

I. Composition:

S. No	Name of the Staff Member S/Sri/Ms.	Designation	Status	Phone No.
1.	Dr. V. S. Triveni	Professor – FE	Presiding officer	9246281065
2.	M. Ashwini	Associate Professor – CSE	Member	9989196716
3.	Y. Nagalakshmi	Assistant Professor – ECE	Member	9492922084
4.	V. Padmaja	Assistant Professor – EEE	Member	9703880333
5.	B. Anitha	Assistant Professor – ME	Member	9963523160
6.	K. Priyanka	Assistant Professor – CE	Member	9985987198
7.	N. Radhika Amareswari	Assistant Professor – IT	Member	9966090752
8.	R. N. Vardhini	Assistant Professor – MBA	Member	9000765505
9.	G. Naveen Ram	Administrative Officer	Member	9866308271
10.	P. Divya	Student – 18R11A0532-CSE –IIIA	Member	8790719544
11.	K. Sneetha	Student – 18R11A0283-EEE	Member	
12.	Dr. Arpitha Velanky	Freelancer	External Member	8688801408

1. The term of the nominated members shall be 2 years.
2. A Meeting of the Women's Protection Cell shall be convened at least once a year.

II. Functions of the Committee:

1. The committee will enquire into the complaints received, on sexual harassment, from women staff or students.
2. All women (both students and staff) can address their grievances to the cell.

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To: Deans / HODs/Professors/ I/Cs/
WPC Members/ AO /

CC: Secretary, GCET

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GEETHANJALI COLLEGE OF ENGINEERING & TECHNOLOGY
Cheeryal(V),Keesara (M),Medchal Dist – 501301

No.GCET/159/2018-19

Dated 28.02.2019

OFFICE OF THE PRINCIPAL

OFFICE ORDER

The Women's Protection cell is re - constituted as follows:

S.No	Name of the Staff Member S/Sri/Ms.	Designation	Status	Phone No.
1	Dr.V.S.Triveni	Professor – FE	Presiding officer	9246281065
2	A.Srilakshmi	Assoc.Prof. – CSE	Member	9912188764
3	Y.Nagalakshmi	Asst.Prof. – ECE	“	9492922084
4	E.Himabindu	Asst.Prof. – EEE	“	9703880333
5	G.Naveen Ram	Administrative Officer	“	9866308271
6	M.Nidhi	(Student) 16R11A05H7- CSE- D	“	9705396910
7	Afreen Noor Patil	(Student)16R11A0257 – EEE-A	“	
8	Dr.Arpitha Velanky	Freelancer	External Member	8688801408

The functions of the committee are:

1. The committee will enquire into the complaint received from grievances on sexual harassment reported by women staff or students.
2. All women (both students and staff) can address their grievances to the cell.


PRINCIPAL

To: Deans/HODs/I/Cs
AO


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OFFICE OF THE PRINCIPAL**OFFICE ORDER**

The Women's Protection cell is re - constituted as follows in line with JNTUH Guide lines.

S.No	Name of the Staff Member S/Sri/Ms.	Designation	Status	Phone No.
1	Dr.G.Neeraja Rani	Professor – HOD-S&H	Presiding officer	9951752754
2	A.Srilakshmi	Assoc.Prof. – CSE	Member	9959095770
3	S.Jyothirmayee	Assoc.Prof. – ECE	“	9966812220
4	M.Vasanthi	Laboratory Assistant	“	9652013362
5	G.Naveen Ram	Administrative Officer	“	9866308271
6	P.Vaishnavi Goud-	(Student) 14R11A05F4- CSE- C	“	
7	Sowmya Mishra	(Student)14R11A0451 – ECE-A	“	

The functions of the committee are:

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To: Deans/HODs/I/Cs
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