



**GOVT. COLLEGE OF ARTS, SCIENCE & COMMERCE
KHANDOLA, MARCELA – GOA 403 107. (INDIA)**

(Affiliated to Goa University) (Estd. 1989) Ph. / Fax: 0832-2287718
email:-gcasck@rediffmail.com Website: www.khandolacollege.edu.in
Accredited by NAAC with 'A' Grade (28/03/2017 to 27/03/2022)

Sexual Harassment Policy

Government College of Arts, Science & Commerce, Khandola is committed to provide a safe and respectful environment for all its employees, students, and visitors. We recognize that sexual harassment is a form of gender discrimination and can create an intimidating, hostile, and offensive working and learning environment. We are committed to taking appropriate steps to prevent, address, and remedy all forms of sexual harassment. Our policy on sexual harassment is in consonance with the Protection of Women Against Sexual Harassment at Workplace Act, 2013 (POSH ACT)

Sexual harassment is defined as any unwelcome sexual behaviour, whether verbal, non-verbal or physical, that creates an intimidating, hostile, or offensive working or learning environment. It may include but is not limited to:

- a. Physical contact, including touching, patting, hugging, or brushing against another person's body;
- b. Sexual advances, propositions or requests for sexual favours;
- c. Verbal comments, gestures, or jokes of a sexual nature;
- d. Display of sexually explicit material;
- e. Any other behaviour of a sexual nature that is unwelcome and offensive.

Prevention:

- a. Conduct regular awareness programs and training sessions for employees and students to sensitize them about sexual harassment and its impact.
- b. Display posters and notices that emphasize the zero-tolerance policy towards sexual harassment.
- c. Develop and implement an effective complaint mechanism to facilitate prompt reporting of sexual harassment incidents.
- d. Ensure that the complaint mechanism is accessible to all employees, students, and visitors and maintains confidentiality throughout the process.

Complaint Mechanism:

- a. The complainant can file a complaint with the Internal Complaints Committee (ICC) established by the college for redressal of sexual harassment complaints.



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- b. The ICC shall have a minimum of three members, including one external member, who will be well-versed with the law relating to sexual harassment.
- c. The ICC shall conduct a preliminary inquiry into the complaint within seven working days and submit its report to the principal.
- d. The Principal shall take appropriate action based on the ICC report and inform the complainant and the respondent about the action taken.

Action against Sexual Harassment:

- a. Any person found guilty of sexual harassment shall face strict disciplinary action, which may include termination of employment or expulsion from the college, depending on the gravity of the offense, in consonance with POSH guidelines.
- b. The college shall take appropriate legal action against the offender if required.
- c. The college shall ensure that the complainant is not victimized or subjected to any form of retaliation for filing a complaint.

Monitoring:

We shall ensure that the sexual harassment policy is strictly followed and reviewed periodically to make necessary changes.


Principal

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