

1994

INDIAN INSTITUTE OF TECHNOLOGY  
HAUZ KHAS NEW DELHI-16

No. IITD/CDN/61/95/1994

Dated: 18-1-1995

Subject: Policy on Sexual Harassment.

The following decision of the Board of Governors taken at its meeting held on 25-11-94 is notified for information and necessary action:-

RESOLUTION NO. BG/80/94: RESOLVED THAT the 'policy on Sexual Harassment', as spelt out in APPENDIX-VIII, be approved for implementation at the Institute.

RESOLVED FURTHER THAT the above mentioned Policy be reviewed after one year.

AS  
(AMARJIT SINGH)  
REGISTRAR

Encl: APPENDIX-VIII

All Deans

All Heads of Deptts/Centres/Sections/Units.

CC to:

1. Asstt. Registrar (Conf.)
2. P.S. to Director
3. Secy. to Dy. Director (Faculty)
4. Secy. to Registrar

Item No. B11 : To consider a note on 'Policy on Sexual Harassment'

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The proposal was approved.

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RESOLVED FURTHER THAT the above mentioned Policy be reviewed after one year.

POLICY ON SEXUAL HARASSMENT

There is a growing global concern regarding incidents of sexual harassment. In keeping with its commitment to the advancement of learning and the dissemination of knowledge in a work and study environment free of fear, intimidation, exploitation and discrimination of any kind, the Institute has decided to formulate a Policy on Sexual Harassment, and lay down formal, and informal, procedures for its implementation.

Staff, students and faculty are advised to take note of the Institute's strong disapproval of any and all conduct which constitutes sexual harassment. The Institute will not tolerate the vitiation, through such conduct, of the atmosphere of goodwill and fair play on which its educational endeavour is prosupposed.

It is fully prepared furthermore, to check this malpractice, both by mobilising public awareness and attitudes against it and by providing effective mechanisms for its redressal and reform within the campus community.

Disciplinary procedures, whether formal or informal, will first call attention to this Policy and follow up with more direct legal action if necessary.

The foundational principles of this Policy are already enshrined in Section 7(1) of the Institutes of Technology Act of 1961, in Statute 13 (17) of the same, (Appendix-3), laying down rules of professional conduct for employees; and in the various Ordinances promulgated from time to time, regulating student life on the Campus.

However, for purposes of this Policy, the definition and scope of sexual harassment needs to be spelt out more clearly:

Unwelcome sexual advances, requests for sexual favours and other verbal or physical conduct of a sexual nature, whether between members of the same or opposite sex, constitute sexual harassment when

- a) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment,
- b) submission to or rejection of such conduct by an individual is used as the basis for employment and/or academic decisions affecting such an individual, or
- c) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance.

Some illustrative examples of unwelcome and offensive sexual conduct causing injury to a person or the community at large are:

- a) demands for sexual favours accompanied by veiled or open promises of preferential treatment or threats concerning an individual's employment or student status,
- b) physical and verbal aggression arising from the above,
- c) communicating or displaying obscene letters, posters, cartoons, or photographs,
- d) disparaging remarks and gestures made with prejudicial intent in the work or study places, which specifically relate to the issue of gender,
- e) harassment through unwelcome telephone calls or E-mail, uninvited chasing or following/blackmailing in or outside the campus.

Informal Procedures

Anyone subject to sexual harassment is urged to make it clear to the offending party that such conduct is offensive and contrary to Institute Policy. If this has no effect, the matter should be pursued with the appropriate person(s) indicated below:

Staff: Deputy Director (Admn.)/Head of the Department/  
Centre/Registrar.  
Institute Engineer/Resident Engineers (for staff  
in Works Department)

Faculty: Deputy Director (Faculty)/Head of the Department/  
Centre

Students: Dean of Students/House Master/Warden of Hostel/  
Head of the Department/Centre/House Secy. of the  
Hostel.

To be taken serious note of, the complaint must be prompt and unpremeditated. The complainant's identity need not be disclosed. Further, the complainant need not be cross-examined before the accused. The Institute authority in turn must take formal note of the complaint while treating it with the strictest confidence and open-mindedness. Efforts should be made to resolve the matter through personal discussion. Authorities must also take note of fake cases that may be reported for character assassination. A record must be kept and a file maintained in such cases.

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Formal Procedure

If the informal, reformative procedures adopted prove inadequate, an individual can pursue the matter through more established grievance procedures of the Institute which are already in existence for staff, faculty and students.

Formal procedures can be used either, instead of, or, in conjunction with informal procedures, through as a first step, the complainant is strongly advised to consult with the person(s) named above.

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