



DINABANDHU ANDREWS COLLEGE

(Government Sponsored)

Estd. 1956

Ref. No.

Date

Organization wide awareness and undertakings on policies with zero tolerance



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Institution-Wide Awareness and Implementation of Zero Tolerance Policies

The following is an outline of Dinabandhu Andrews College's holistic awareness framework for promoting a welcoming, safe, and respectful campus climate:

1. A "ZERO TOLERANCE" policy against sexual harassment, religious discrimination, and caste-based issues is prominently displayed on the college website. In order to combat sexual harassment of women at work, the organization follows the ICC 2013 Act.
2. In accordance with the Supreme Court Order (2009), the college has created a 'Anti-Ragging Cell' to combat ragging on campus and promote a "Ragging Free Campus" designation on its website.
3. Banners reading "Ragging Free" adorn the walls of the Main Building and the Diamond Jubilee Building.
4. Awareness events have been developed by the college to educate the community about the institutional regulations and Code of Conduct.
5. Dinabandhu Andrews College frequently organizes seminars and lectures covering many subjects including anti-ragging, gender sensitization, gender equality, zero discrimination, ethics, and value education.
6. Periodic mentoring meetings are conducted to offer advice and assistance to students.
7. The college continuously arranges activities centered on human values and ethics to enhance the educational experience of its students.



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**THE SEXUAL HARASSMENT OF WOMEN AT
WORKPLACE (PREVENTION, PROHIBITION
AND REDRESSAL) ACT, 2013**

THE SEXUAL HARASSMENT OF WOMEN AT WORKPLACE
(PREVENTION, PROHIBITION AND REDRESSAL) ACT, 2013

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THE SEXUAL HARASSMENT OF WOMEN AT WORKPLACE
(PREVENTION, PROHIBITION AND REDRESSAL) ACT, 2013

ACT NO. 14 OF 2013

[22nd April, 2013]

An Act to provide protection against sexual harassment of women at workplace and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto.

WHEREAS sexual harassment results in violation of the fundamental rights of a woman to equality under articles 14 and 15 of the Constitution of India and her right to life and to live with dignity under article 21 of the Constitution and right to practice any profession or to carry on any occupation, trade or business with includes a right to a safe environment free from sexual harassment;

AND WHEREAS the protection against sexual harassment and the right to work with dignity are universally recognised human rights by international conventions and instruments such as Convention on the Elimination of all Forms of Discrimination against Women, which has been ratified on the 25th June, 1993 by the Government of India;

AND WHEREAS it is expedient to make provisions for giving effect to the said Convention for protection of women against sexual harassment at workplace.

BE it enacted by Parliament in the Sixty-fourth Year of the Republic of India as follows: —

CHAPTER I

PRELIMINARY

1. Short title, extent and commencement.—(1) This Act may be called the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

(2) It extends to the whole of India.

(3) It shall come into force on such date¹ as the Central Government may, by notification in the Official Gazette, appoint.

2. Definitions.—In this Act, unless the context otherwise requires, —

(a) “aggrieved woman” means—

(i) in relation to a workplace, a woman, of any age whether employed or not, who alleges to have been subjected to any act of sexual harassment by the respondent;

(ii) in relation to dwelling place or house, a woman of any age who is employed in such a dwelling place or house;

(b) “appropriate Government” means—

(i) in relation to a workplace which is established, owned, controlled or wholly or substantially financed by funds provided directly or indirectly—

(A) by the Central Government or the Union territory administration, the Central Government;

(B) by the State Government, the State Government;

1. 9th December, 2013, vide notification No. S.O. 3606(E), dated 9th December, 2013, see Gazette of India, Extraordinary, Part II, sec. 3(ii).

(ii) in relation to any workplace not covered under sub-clause (i) and falling within its territory, the State Government;

(c) “Chairperson” means the Chairperson of the Local Complaints Committee nominated under sub-section (1) of section 7;

(d) “District Officer” means an officer notified under section 5;

(e) “domestic worker” means a woman who is employed to do the household work in any household for remuneration whether in cash or kind, either directly or through any agency on a temporary, permanent, part time or full time basis, but does not include any member of the family of the employer;

(f) “employee” means a person employed at a workplace for any work on regular, temporary, *ad hoc* or daily wage basis, either directly or through an agent, including a contractor, with or, without the knowledge of the principal employer, whether for remuneration or not, or working on a voluntary basis or otherwise, whether the terms of employment are express or implied and includes a co-worker, a contract worker, probationer, trainee, apprentice or called by any other such name;

(g) “employer” means—

(i) in relation to any department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit of the appropriate Government or a local authority, the head of that department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit or such other officer as the appropriate Government or the local authority, as the case may be, may by an order specify in this behalf;

(ii) in any workplace not covered under sub-clause (i), any person responsible for the management, supervision and control of the workplace.

Explanation. —For the purposes of this sub-clause “management” includes the person or board or committee responsible for formulation and administration of policies for such organisation;

(iii) in relation to workplace covered under sub-clauses (i) and (ii), the person discharging contractual obligations with respect to his or her employees;

(iv) in relation to a dwelling place or house, a person or a household who employs or benefits from the employment of domestic worker, irrespective of the number, time period or type of such worker employed, or the nature of the employment or activities performed by the domestic worker;

(h) “Internal Committee” means an Internal Complaints Committee constituted under section 4;

(i) “Local Committee” means the Local Complaints Committee constituted under section 6;

(j) “Member” means a Member of the Internal Committee or the Local Committee, as the case may be;

(k) “prescribed” means prescribed by rules made under this Act;

(l) “Presiding Officer” means the Presiding Officer of the Internal Complaints Committee nominated under sub-section (2) of section 4;

(m) “respondent” means a person against whom the aggrieved woman has made a complaint under section 9;

(n) “sexual harassment” includes any one or more of the following unwelcome acts or behavior (whether directly or by implication) namely:—

- (i) physical contact and advances; or
- (ii) a demand or request for sexual favours; or
- (iii) making sexually coloured remarks; or
- (iv) showing pornography; or
- (v) any other unwelcome physical, verbal or non-verbal conduct of sexual nature;

(o) “workplace” includes—

(i) any department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit which is established, owned, controlled or wholly or substantially financed by funds provided directly or indirectly by the appropriate Government or the local authority or a Government company or a corporation or a co-operative society;

(ii) any private sector organisation or a private venture, undertaking, enterprise, institution, establishment, society, trust, non-governmental organisation, unit or service provider carrying on commercial, professional, vocational, educational, entertainment, industrial, health services or financial activities including production, supply, sale, distribution or service;

(iii) hospitals or nursing homes;

(iv) any sports institute, stadium, sports complex or competition or games venue, whether residential or not used for training, sports or other activities relating thereto;

(v) any place visited by the employee arising out of or during the course of employment including transportation by the employer for undertaking such journey;

(vi) a dwelling place or a house;

(p) “unorganised sector” in relation to a workplace means an enterprise owned by individuals or self-employed workers and engaged in the production or sale of goods or providing service of any kind whatsoever, and where the enterprise employs workers, the number of such workers is less than ten.

3. Prevention of sexual harassment.—(1) No woman shall be subjected to sexual harassment at any workplace.

(2) The following circumstances, among other circumstances, if it occurs, or is present in relation to or connected with any act or behavior of sexual harassment may amount to sexual harassment:—

- (i) implied or explicit promise of preferential treatment in her employment; or
- (ii) implied or explicit threat of detrimental treatment in her employment ; or
- (iii) implied or explicit threat about her present or future employment status; or
- (iv) interference with her work or creating an intimidating or offensive or hostile work environment for her; or
- (v) humiliating treatment likely to affect her health or safety.

CHAPTER II

CONSTITUTION OF INTERNAL COMPLAINTS COMMITTEE

4. Constitution of Internal Complaints Committee.— (1) Every employer of a workplace shall, by an order in writing, constitute a Committee to be known as the “Internal Complaints Committee”:

Provided that where the offices or administrative units of the workplace are located at different places or divisional or sub-divisional level, the Internal Committee shall be constituted at all administrative units or offices.

(2) The Internal Committees shall consist of the following members to be nominated by the employer, namely: —

(a) a Presiding Officer who shall be a woman employed at a senior level at workplace from amongst the employees:

Provided that in case a senior level woman employee is not available, the Presiding Officer shall be nominated from other offices or administrative units of the workplace referred to in sub-section(1):

Provided further that in case the other offices or administrative units of the workplace do not have a senior level woman employee, the Presiding Officer shall be nominated from any other workplace of the same employer or other department or organisation;

(b) not less than two Members from amongst employees preferably committed to the cause of women or who have had experience in social work or have legal knowledge;

(c) one member from amongst non-governmental organisations or associations committed to the cause of women or a person familiar with the issues relating to sexual harassment:

Provided that at least one-half of the total Members so nominated shall be women.

(3) The Presiding Officer and every Member of the Internal Committee shall hold office for such period, not exceeding three years, from the date of their nomination as may be specified by the employer.

(4) The Member appointed from amongst the non-governmental organisations or associations shall be paid such fees or allowances for holding the proceedings of the Internal Committee, by the employer, as may be prescribed.

(5) Where the Presiding Officer or any Member of the Internal Committee, —

(a) contravenes the provisions of section 16; or

(b) has been convicted for an offence or an inquiry into an offence under any law for the time being in force is pending against him; or

(c) he has been found guilty in any disciplinary proceedings or a disciplinary proceeding is pending against him; or

(d) has so abused his position as to render his continuance in office prejudicial to the public interest,

such Presiding Officer or Member, as the case may be, shall be removed from the Committee and the vacancy so created or any casual vacancy shall be filled by fresh nomination in accordance with the provisions of this section.

CHAPTER III

CONSTITUTION OF LOCAL COMPLAINTS COMMITTEE

5. Notification of District Officer.—The appropriate Government may notify a District Magistrate or Additional District Magistrate or the Collector or Deputy Collector as a District Officer for every District to exercise powers or discharge functions under this Act.

6. Constitution and jurisdiction of ¹[Local Committee].—(1) Every District Officer shall constitute in the district concerned, a committee to be known as the “¹[Local Committee]” to receive complaints of

1. Subs. by Act 23 of 2016, s. 3 and the Second Schedule, for “Local Complaints Committee” (w.e.f. 6-5-2016).

sexual harassment from establishments where the ¹[Internal Committee] has not been constituted due to having less than ten workers or if the complaint is against the employer himself.

(2) The District Officer shall designate one nodal officer in every block, taluka and tehsil in rural or tribal area and ward or municipality in the urban area, to receive complaints and forward the same to the concerned ²[Local Committee] within a period of seven days.

(3) The jurisdiction of the ²[Local Committee] shall extend to the areas of the district where it is constituted.

7. Composition, tenure and other terms and conditions of ²[Local Committee].—(1) The ²[Local Committee] shall consist of the following members to be nominated by the District Officer, namely: —

(a) a Chairperson to be nominated from amongst the eminent women in the field of social work and committed to the cause of women;

(b) one Member to be nominated from amongst the women working in block, taluka or tehsil or ward or municipality in the district;

(c) two Members, of whom at least one shall be a woman, to be nominated from amongst such non-governmental organisations or associations committed to the cause of women or a person familiar with the issues relating to sexual harassment, which may be prescribed:

Provided that at least one of the nominees should, preferably, have a background in law or legal knowledge:

Provided further that at least one of the nominees shall be a woman belonging to the Scheduled Castes or the Scheduled Tribes or the Other Backward Classes or minority community notified by the Central Government, from time to time;

(d) the concerned officer dealing with the social welfare or women and child development in the district, shall be a member *ex officio*.

(2) The Chairperson and every Member of the Local Committee shall hold office for such period, not exceeding three years, from the date of their appointment as may be specified by the District Officer.

(3) Where the Chairperson or any Member of the ²[Local Committee]—

(a) contravenes the provisions of section 16; or

(b) has been convicted for an offence or an inquiry into an offence under any law for the time being in force is pending against him; or

(c) has been found guilty in any disciplinary proceedings or a disciplinary proceeding is pending against him; or

(d) has so abused his position as to render his continuance in office prejudicial to the public interest,

such Chairperson or Member, as the case may be, shall be removed from the Committee and the vacancy so created or any casual vacancy shall be filled by fresh nomination in accordance with the provisions of this section.

(4) The Chairperson or Members of the Local Committee other than the Members nominated under clauses (b) and (d) of sub-section (1) shall be entitled to such fees or allowances for holding the proceedings of the Local Committee as may be prescribed.

8. Grants and audit.—(1) The Central Government may, after due appropriation made by Parliament by law in this behalf, make to the State Government grants of such sums of money as the Central

1. Subs. by Act 23 of 2016, s. 3 and the Second Schedule, for “Internal Complaints Committee” (w.e.f. 6-5-2016).

2. Subs. by s. 3 and the Second Schedule, *ibid.*, for “Local Complaints Committee” (w.e.f. 6-5-2016).

Government may think fit, for being utilised for the payment of fees or allowances referred to in sub-section (4) of section 7.

(2) The State Government may set up an agency and transfer the grants made under sub-section (1) to that agency.

(3) The agency shall pay to the District Officer, such sums as may be required for the payment of fees or allowances referred to in sub-section (4) of section 7.

(4) The accounts of the agency referred to in sub-section (2) shall be maintained and audited in such manner as may, in consultation with the Accountant General of the State, be prescribed and the person holding the custody of the accounts of the agency shall furnish, to the State Government, before such date, as may be prescribed, its audited copy of accounts together with auditors' report thereon.

CHAPTER IV

COMPLAINT

9. Complaint of sexual harassment.—(1) Any aggrieved woman may make, in writing, a complaint of sexual harassment at workplace to the Internal Committee if so constituted, or the Local Committee, in case it is not so constituted, within a period of three months from the date of incident and in case of a series of incidents, within a period of three months from the date of last incident:

Provided that where such complaint cannot be made in writing, the Presiding Officer or any Member of the Internal Committee or the Chairperson or any Member of the Local Committee, as the case may be, shall render all reasonable assistance to the woman for making the complaint in writing:

Provided further that the Internal Committee or, as the case may be, the Local Committee may, for the reasons to be recorded in writing, extend the time limit not exceeding three months, if it is satisfied that the circumstances were such which prevented the woman from filing a complaint within the said period.

(2) Where the aggrieved woman is unable to make a complaint on account of her physical or mental incapacity or death or otherwise, her legal heir or such other person as may be prescribed may make a complaint under this section.

10. Conciliation.—(1) The Internal Committee or, as the case may be, the Local Committee, may, before initiating an inquiry under section 11 and at the request of the aggrieved woman take steps to settle the matter between her and the respondent through conciliation:

Provided that no monetary settlement shall be made as a basis of conciliation.

(2) Where settlement has been arrived at under sub-section (1), the Internal Committee or the Local Committee, as the case may be, shall record the settlement so arrived and forward the same to the employer or the District Officer to take action as specified in the recommendation.

(3) The Internal Committee or the Local Committee, as the case may be, shall provide the copies of the settlement as recorded under sub-section (2) to the aggrieved woman and the respondent.

(4) Where a settlement is arrived at under sub-section (1), no further inquiry shall be conducted by the Internal Committee or the Local Committee, as the case may be.

11. Inquiry into complaint.—(1) Subject to the provisions of section 10, the Internal Committee or the Local Committee, as the case may be, shall, where the respondent is an employee, proceed to make inquiry into the complaint in accordance with the provisions of the service rules applicable to the respondent and where no such rules exist, in such manner as may be prescribed or in case of a domestic worker, the Local Committee shall, if *prima facie* case exist, forward the complaint to the police, within a period of seven days for registering the case under section 509 of the Indian Penal Code (45 of 1860), and any other relevant provisions of the said Code where applicable:

Provided that where the aggrieved woman informs the Internal Committee or the Local Committee, as the case may be, that any term or condition of the settlement arrived at under sub-section (2) of section 10 has not been complied with by the respondent, the Internal Committee or the Local Committee shall proceed to make an inquiry into the complaint or, as the case may be, forward the complaint to the police:

Provided further that where both the parties are employees, the parties shall, during the course of inquiry, be given an opportunity of being heard and a copy of the findings shall be made available to both the parties enabling them to make representation against the findings before the Committee.

(2) Notwithstanding anything contained in section 509 of the Indian Penal Code (45 of 1860), the court may, when the respondent is convicted of the offence, order payment of such sums as it may consider appropriate, to the aggrieved woman by the respondent, having regard to the provisions of section 15.

(3) For the purpose of making an inquiry under sub-section (1), the Internal Committee or the Local Committee, as the case may be, shall have the same powers as are vested in a civil court the Code of Civil Procedure, 1908 (5 of 1908) when trying a suit in respect of the following matters, namely:—

- (a) summoning and enforcing the attendance of any person and examining him on oath;
 - (b) requiring the discovery and production of documents; and
 - (c) any other matter which may be prescribed.
- (4) The inquiry under sub-section (1) shall be completed within a period of ninety days.

CHAPTER V

INQUIRY INTO COMPLAINT

12. Action during pendency of inquiry.—(1) During the pendency of an inquiry on a written request made by the aggrieved woman, the Internal Committee or the local Committee, as the case may be, may recommend to the employer to—

- (a) transfer the aggrieved woman or the respondent to any other workplace; or
- (b) grant leave to the aggrieved woman up to a period of three months; or
- (c) grant such other relief to the aggrieved woman as may be prescribed.

(2) The leave granted to the aggrieved woman under this section shall be in addition to the leave she would be otherwise entitled.

(3) On the recommendation of the Internal Committee or the Local Committee, as the case may be, under sub-section (1), the employer shall implement the recommendations made under sub-section (1) and send the report of such implementation to the Internal Committee or the Local Committee, as the case may be.

13. Inquiry report.—(1) On the completion of an inquiry under this Act, the Internal Committee or the Local Committee, as the case may be, shall provide a report of its findings to the employer, or as the case may be, the District Officer within a period of ten days from the date of completion of the inquiry and such report be made available to the concerned parties.

(2) Where the Internal Committee or the Local Committee, as the case may be, arrives at the conclusion that the allegation against the respondent has not been proved, it shall recommend to the employer and the District Officer that no action is required to be taken in the matter.

(3) Where the Internal Committee or the Local Committee, as the case may be, arrives at the conclusion that the allegation against the respondent has been proved, it shall recommend to the employer or the District Officer, as the case may be—

(i) to take action for sexual harassment as a misconduct in accordance with the provisions of the service rules applicable to the respondent or where no such service rules have been made, in such manner as may be prescribed;

(ii) to deduct, notwithstanding anything in the service rules applicable to the respondent, from the salary or wages of the respondent such sum as it may consider appropriate to be paid to the aggrieved woman or to her legal heirs, as it may determine, in accordance with the provisions of section 15:

Provide that in case the employer is unable to make such deduction from the salary of the respondent due to his being absent from duty or cessation of employment it may direct to the respondent to pay such sum to the aggrieved woman:

Provided further that in case the respondent fails to pay the sum referred to in clause (ii), the Internal Committee or as, the case may be, the Local Committee may forward the order for recovery of the sum as an arrear of land revenue to the concerned District Officer.

(4) The employer or the District Officer shall act upon the recommendation within sixty days of its receipt by him.

14. Punishment for false or malicious complaint and false evidence.—(1) Where the Internal Committee or the Local Committee, as the case may be, arrives at a conclusion that the allegation against the respondent is malicious or the aggrieved woman or any other person making the complaint has made the complaint knowing it to be false or the aggrieved woman or any other person making the complaint has produced any forged or misleading document, it may recommend to the employer or the District Officer, as the case may be, to take action against the woman or the person who has made the complaint under sub-section (1) or sub-section (2) of section 9, as the case may be, in accordance with the provisions of the service rules applicable to her or him or where no such service rules exist, in such manner as may be prescribed:

Provided that a mere inability to substantiate a complaint or provide adequate proof need not attract action against the complainant under this section:

Provided further that the malicious intent on part of the complainant shall be established after an inquiry in accordance with the procedure prescribed, before any action is recommended.

(2) Where the Internal Committee or the Local Committee, as the case may be, arrives at a conclusion that during the inquiry any witness has given false evidence or produced any forged or misleading document, it may recommend to the employer of the witness or the District Officer, as the case may be, to take action in accordance with the provisions of the service rules applicable to the said witness or where no such service rules exist, in such manner as may be prescribed.

15. Determination of compensation.—For the purpose of determining the sums to be paid to the aggrieved woman under clause (ii) of sub-section (3) of section 13, the Internal Committee or the Local Committee, as the case may be, shall have regard to—

(a) the mental trauma, pain, suffering and emotional distress caused to the aggrieved woman;

(b) the loss in the career opportunity due to the incident of sexual harassment;

(c) medical expenses incurred by the victim for physical or psychiatric treatment;

(d) the income and financial status of the respondent;

(e) feasibility of such payment in lump sum or in instalments.

16. Prohibition of publication or making known contents of complaint and inquiry proceedings.—Notwithstanding anything contained in the Right to Information Act, 2005 (22 of 2005), the contents of the complaint made under section 9, the identity and addresses of the aggrieved woman, respondent and witnesses, any information relating to conciliation and inquiry proceedings,

recommendations of the Internal Committee or the Local Committee, as the case may be, and the action taken by the employer or the District Officer under the provisions of this Act shall not be published, communicated or made known to the public, press and media in any manner:

Provided that information may be disseminated regarding the justice secured to any victim of sexual harassment under this Act without disclosing the name, address, identity or any other particulars calculated to lead to the identification of the aggrieved woman and witnesses.

17. Penalty for publication or making known contents of complaint and inquiry proceedings.—Where any person entrusted with the duty to handle or deal with the complaint, inquiry or any recommendations or action to be taken under the provisions of this Act, contravenes the provisions of section 16, he shall be liable for penalty in accordance with the provisions of the service rules applicable to the said person or where no such service rules exist, in such manner as may be prescribed.

18. Appeal.—(1) Any person aggrieved from the recommendations made under sub-section (2) of section 13 or under clause (i) or clause (ii) of sub-section (3) of section 13 or sub-section (1) or sub-section (2) of section 14 or section 17 or non-implementation of such recommendations may prefer an appeal to the court or tribunal in accordance with the provisions of the service rules applicable to the said person or where no such service rules exist then, without prejudice to provisions contained in any other law for the time being in force, the person aggrieved may prefer an appeal in such manner as may be prescribed.

(2) The appeal under sub-section (1) shall be preferred within a period of ninety days of the recommendations.

CHAPTER VI

DUTIES OF EMPLOYER

19. Duties of employer.— Every employer shall—

(a) provide a safe working environment at the workplace with shall include safety from the persons coming into contact at the workplace;

(b) display at any conspicuous place in the workplace, the penal consequences of sexual harassments; and the order constituting, the Internal Committee under sub-section (1) of section 4;

(c) organise workshops and awareness programmes at regular intervals for sensitising the employees with the provisions of the Act and orientation programmes for the members of the Internal Committee in the manner as may be prescribed;

(d) provide necessary facilities to the Internal Committee or the Local Committee, as the case may be, for dealing with the complaint and conducting an inquiry;

(e) assist in securing the attendance of respondent and witnesses before the Internal Committee or the Local Committee, as the case may be;

(f) make available such information to the Internal Committee or the Local Committee, as the case be, as it may require having regard to the complaint made under sub-section (1) of section 9;

(g) provide assistance to the woman if she so chooses to file a complaint in relation to the offence under the Indian Penal Code (45 of 1860) or any other law for the time being in force;

(h) cause to initiate action, under the Indian Penal Code (45 of 1860) or any other law for the time being in force, against the perpetrator, or if the aggrieved woman so desires, where the perpetrator is not an employee, in the workplace at which the incident of sexual harassment took place;

(i) treat sexual harassment as a misconduct under the service rules and initiate action for such misconduct;

(j) monitor the timely submission of reports by the Internal Committee.

CHAPTER VII

DUTIES AND POWERS OF DISTRICT OFFICER

20. Duties and powers of District Officer.—The District Officer shall, —

(a) monitor the timely submission of report furnished by the Local Committee;

(b) take such measures as may be necessary for engaging non-governmental organisations for creation of awareness on sexual harassment and the rights of the women.

CHAPTER VIII

MISCELLANEOUS

21. Committee to submit annual report.—(1) The Internal Committee or the Local Committee, as the case may be, shall in each calendar year prepare, in such form and at such time as may be prescribed, an annual report and submit the same to the employer and the District Officer.

(2) The District Officer shall forward a brief report on the annual reports received under sub-section (1) to the State Government.

22. Employer to include information in annual report.—The employer shall include in its report the number of cases filed, if any, and their disposal under this Act in the annual report of his organisation or where no such report is required to be prepared, intimate such number of cases, if any, to the District Officer.

23. Appropriate Government to monitor implementation and maintain data.—The appropriate Government shall monitor the implementation of this Act and maintain date on the number of cases filed and disposed of in respect of all cases of sexual harassment at workplace.

24. Appropriate Government to take measures to publicise the Act.—The appropriate Government may, subject to the availability of financial and other resources, —

(a) develop relevant information, education, communication and training materials, and organise awareness programmes, to advance the understanding of the public of the provisions of this Act providing for protection against sexual harassment of woman at workplace;

(b) formulate orientation and training programmes for the members of the ¹[Local Committee].

25. Power to call for information and inspection of records.—(1) The appropriate Government, on being satisfied that it is necessary in the public interest or in the interest of women employees at a workplace to do so, by order in writing,—

(a) call upon any employer or District Officer to furnish in writing such information relating to sexual harassment as it may require;

(b) authorise any officer to make inspection of the records and workplace in relation to sexual harassment, who shall submit a report of such inspection to it within such period as may be specified in the order.

(2) Every employer and District Officer shall produce on demand before the officer making the inspection all information, records and other documents in his custody having a bearing on the subject matter of such inspection.

26. Penalty for non-compliance with provisions of Act.—(1) Where the employer fails to—

(a) constitute an Internal Committee under sub-section (1) of section 4;

1. Subs. by Act 23 of 2016, s. 3 and the Second Schedule, for “Local Complaints Committee” (w.e.f. 6-5-2016).

(b) take action under sections 13, 14 and 22; and

(c) contravenes or attempts to contravene or abets contravention of other provisions of this Act or any rules made thereunder,

he shall be punishable with fine which may extend to fifty thousand rupees.

(2) If any employer, after having been previously convicted of an offence punishable under this Act subsequently commits and is convicted of the same offence, he shall be liable to—

(i) twice the punishment, which might have been imposed on a first conviction, subject to the punishment being maximum provided for the same offence:

Provided that in case a higher punishment is prescribed under any other law for the time being in force, for the offence for which the accused is being prosecuted, the court shall take due cognizance of the same while awarding the punishment;

(ii) cancellation, of his licence or withdrawal, or non-renewal, or approval, or cancellation of the registration, as the case may be, by the Government or local authority required for carrying on his business or activity.

27. Cognizance of offence by courts.—(1) No court shall take cognizance of any offence punishable under this Act or any rules made thereunder, save on a complaint made by the aggrieved woman or any person authorised by the Internal Committee or Local Committee in this behalf.

(2) No court inferior to that of a Metropolitan Magistrate or a Judicial Magistrate of the first class shall try any offence punishable under this Act.

(3) Every offence under this Act shall be non-cognizable.

28. Act not in derogation of any other law.—The provisions of this Act shall be in addition to and not in derogation of the provisions of any other law for the time being in force.

29. Power of appropriate Government to make rules.—(1) The Central Government may, by notification in the Official Gazette, make rules for carrying out the provisions of this Act.

(2) In particular and without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely:—

(a) the fees or allowances to be paid to the Members under sub-section (4) of section 4;

(b) nomination of members under clause (c) of sub-section (1) of section 7;

(c) the fees or allowances to be paid to the Chairperson, and Members under sub-section (4) of section 7;

(d) the person who may make complaint under sub-section (2) of section 9;

(e) the manner of inquiry under sub-section (1) of section 11;

(f) the powers for making an inquiry under clause (c) of sub-section (2) of section 11;

(g) the relief to be recommended under clause (c) of sub-section (1) of section 12;

(h) the manner of action to be taken under clause (i) of sub-section (3) of section 13;

(i) the manner of action to be taken under sub-sections (1) and (2) of section 14;

(j) the manner of action to be taken under section 17;

(k) the manner of appeal under sub-section (1) of section 18;

(l) the manner of organising workshops, awareness programmes for sensitising the employees and orientation programmes for the members of the Internal Committee under clause (c) of section 19; and

(m) the form and time for preparation of annual report by Internal Committee and the Local Committee under sub-section (1) of section 21.

(3) Every rule made by the Central Government under this Act shall be laid as soon as may be after it is made, before each House of Parliament, while it is in session, for a total period of thirty days which may be comprised in one session or in two or more successive sessions, and if, before the expiry of the session immediately following the session or the successive sessions aforesaid, both Houses agree in making any modification in the rule or both Houses agree that the rule should not be made, the rule shall thereafter have effect only in such modified form or be of no effect, as the case may be; so, however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under that rule.

(4) Any rule made under sub-section (4) of section 8 by the State Government shall be laid, as soon as may be after it is made, before each House of the State Legislature where it consists of two Houses, or where such Legislature consists of one House, before that House.

30. Power to remove difficulties.— (1) If any difficulty arises in giving effect to the provisions of this Act, the Central Government may, by order published in the Official Gazette, make such provisions, not inconsistent with the provisions of this Act, as may appear to it to be necessary for removing the difficulty:

Provided that no such order shall be made under this section after the expiry of a period of two years from the commencement of this Act.

(2) Every order made under this section shall be laid, as soon as may be after it is made, before each House of Parliament.

Handbook on Sexual Harassment of Women at Workplace



HANDBOOK

On

Sexual Harassment of Women at Workplace

(Prevention, Prohibition and Redressal) Act, 2013

for Employers / Institutions / Organisations/
Internal Complaints Committee / Local Complaints Committee



Towards a new dawn

Government of India
Ministry of Women and Child Development

NOVEMBER 2015



HANDBOOK

on

Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013

**for Employers / Institutions / Organisations/
Internal Complaints Committee / Local Complaints Committee**



**Government of India
Ministry of Women and Child Development**

November 2015

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सत्यमेव जयते

मेनका संजय गांधी
Maneka Sanjay Gandhi



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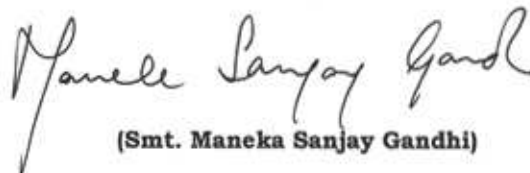
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MESSAGE

With improved access to education and employment, millions of Indian women are entering the country's workforce today. Many working women face sexual harassment at the workplace on a daily basis. It is crucial therefore that as a country, we strive to eliminate work-place sexual harassment since women have the right to work in safe and secure environment. It is the responsibility of every employer to ensure safety of women in a work environment and improve their participation. This will contribute to realization of their right to gender equality and result in economic empowerment and inclusive growth and benefit the nation as a whole.

I am pleased to present this Handbook on Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. It provides key information about the provisions of the Act in an easy-to-use and practical manner. The Handbook has been developed with the aim to ensure that the citizens of India are aware of their rights and obligations in terms of creating safe workplace environment for women.

Government of India is committed to promote gender equality and women's empowerment across every sector. This Handbook reflects our commitment to empower women as economic agents and improve their ability to access markets on competitive and equitable terms. I am confident that this Handbook which advocates and enforces the rules as laid out in the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, will be beneficial to everyone. The practical and user-friendly procedures outlined in the Handbook will be useful for actual implementation of the Act.


(Smt. Maneka Sanjay Gandhi)

V. Somasundaran



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18th November 2015

FOREWORD

I am pleased to share with you this Handbook on Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. This Handbook is of immense importance because combating sexual harassment involves developing deeper understanding of what is sexual harassment and change of attitudes in all - be it employer, employees, colleagues, friends, or the policy makers.

Sexual Harassment at workplace is an extension of violence in everyday life and is discriminatory and exploitative, as it affects women's right to life and livelihood. In India, for the first time in 1997, a petition was filed in the Supreme Court to enforce the fundamental rights of working women, after the brutal gang rape of Bhanwari Devi a social worker from Rajasthan. As an outcome of the landmark judgment of the Vishaka and Others v State of Rajasthan the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, was enacted wherein it was made mandatory for every employer to provide a mechanism to redress grievances pertaining to workplace sexual harassment and enforce the right to gender equality of working women. The Act is also unique for its wide ambit as it is applicable to the organized sector as well as the unorganized sector.

The legislation, however, requires the support and commitment of all stakeholders for its effective and successful implementation in preventing workplace sexual harassment. It casts an obligation upon the employer to address the grievances in respect of sexual harassment at workplace in a time bound manner. It is in this context that this Handbook would be very useful as it provides clear definition of what constitutes sexual harassment and explains how the complaint process works.

I am sure that the Handbook will be extremely useful to all agencies concerned and help them in taking pro-active measures to eradicate the problem/menace of workplace sexual harassment in the country.


(V. Somasundaran)

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Dated: 17th November, 2015

PREFACE

The Government of India is committed to ending all forms of violence against women that negatively impact society, hamper gender equality and constricts the social and economic development of the country.

Since, sexual harassment results in violation of the fundamental rights of a woman to equality as per Articles 14 and 15 and her right to live with dignity as mentioned under Article 21 of the Constitution, the Government of India enacted the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. The Act is an extension of the Vishaka Guidelines issued by the Supreme Court in 1997. The Supreme Court of India, for the first time in the Vishaka Guidelines, acknowledged Sexual Harassment at the workplace as a human rights violation. Further, the Act also reflects the commitment of the Government to the ratification of the Convention on the Elimination of all forms of Discrimination against Women (CEDAW) on July 09, 1993. This new legislation makes every effort to be a user friendly tool in the hands of the employers and employees, to create safe and secure workplaces for all women.

With the enactment of the Act, India is now a part of a select group of countries to have prohibited sexual harassment at workplace through national legislation. The Act is unique in its broad coverage which includes all working women from organised and unorganised sectors alike, as also public and private sectors, regardless of hierarchy. Effective implementation of the Act is a challenge. The Handbook is designed to be a Ready Reckoner for organisations vested with responsibility to enforce the law.

The Handbook is structured into six sections. The first section is an introduction and detail regarding the genesis of the Act, the second sets the context by defining the workplace and sexual harassment and impact of such behaviour, the third focuses on the key individuals and institutions involved in prohibition and prevention processes and their responsibilities, section four discusses the redressal mechanism followed by monitoring requirement in section five and important international frameworks and best practices on sexual harassment at the workplace in the concluding section.

It is the hope of the Ministry that this Handbook will be of considerable value for employers, employees and complaint committees alike, as it provides guidance with regard to the steps to be taken and the processes to be followed, in line with the requirements of the law. It will prove useful to all women workers particularly and be a step forward in promoting their independence as well as the right to work with dignity as equal partners in an environment that is free from violence.


(Præti Sudan)



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ACKNOWLEDGEMENTS

In our journey towards preparing this Handbook, which required a lot of guidance and assistance from many people, whose names may not be enumerated, I am thankful to all of them for their contributions towards the completion of the task.

I would like to express my sincere thanks to the UN Women (United Nations Entity for Gender Equality and Empowerment of Women) for their valuable contributions with their experience in women's movement and expertise in gender rights in supporting the Ministry to prepare the Handbook with key information on the Act in an easy-to-use practical manner and designing with appropriate illustrations.

I would like to acknowledge the important contributions made by Ms. Risha Syed, Legal Consultant for the hardwork put by her coupled with her experience and expertise as a legal professional and commitment to gender issues in bringing out the Handbook.

I am also thankful to Dr. Paramita Majumdar, Senior Consultant, Gender Budgeting for reviewing the manuscript with meticulous scrutiny and scholarly advice. I would like to mention with appreciation for Shri Samuel Paul, Assistant Secretary for showing not only his keen interest on the subject, but assisting us in the review work.

We hope that this Handbook will be a guide and inspiration to all of us in creating an enabling environment of women in the workplaces.


(Lopamudra Mohanty)

“The meaning and content of the fundamental rights guaranteed in the Constitution of India are of sufficient amplitudes to encompass all facets of gender equality...”

Late Chief Justice J.S. Verma, Supreme Court of India, Vishaka v. State of Rajasthan

Introduction

“Whereas sexual harassment results in violation of the fundamental rights of a Woman to equality.....”

[Preamble, Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act]

As enshrined in the Preamble to the Constitution of India, “equality of status and opportunity” must be secured for all its citizens; equality of every person under the law is guaranteed by Article 14 of the Constitution.

A safe workplace is therefore a woman’s legal right. Indeed, the Constitutional doctrine of equality and personal liberty is contained in Articles 14, 15 and 21 of the Indian Constitution. These articles ensure a person’s right to equal protection under the law, to live a life free from discrimination on any ground and to protection of life and personal liberty. This is further reinforced by the UN Convention on the Elimination of all Forms of Discrimination against Women (CEDAW), which was adopted by the UN General Assembly in 1979 and which is ratified by India. Often described as an international bill of rights for women, it calls for the equality of women and men in terms of human rights and fundamental freedoms in the political, economic, social, cultural and civil spheres. It underlines that discrimination and attacks on women’s dignity violate the principle of equality of rights.

Sexual harassment constitutes a gross violation of women's right to equality and dignity. It has its roots in patriarchy and its attendant perception that men are superior to women and that some forms of violence against women are acceptable. One of these is workplace sexual harassment, which views various forms of such harassment, as harmless and trivial. Often, it is excused as ‘natural’ male behaviour or ‘harmless flirtation’ which women enjoy. Contrary to these perceptions, it causes serious harm and is also a strong manifestation of sex discrimination at the workplace. Not only is it an infringement of the fundamental rights of a woman, under Article 19 (1) (g) of the Constitution of India “to practice any profession or to carry out any occupation, trade or business”; it erodes equality and puts the dignity and the physical and psychological well-being of workers at risk. This leads to poor productivity and a negative impact on lives and livelihoods. To further compound the matter, deep-rooted socio-cultural behavioural patterns, which create a gender hierarchy, tend to place responsibility on the victim, thereby increasing inequality in the workplace and in the society at large.

Though sexual harassment at the workplace has assumed serious proportions, women do not report the matter to the concerned authorities in most cases due to fear of reprisal from the harasser, losing one's livelihood, being stigmatized, or losing professional standing and personal reputation.

Across the globe today, workplace sexual harassment is increasingly understood as a violation of women's rights and a form of violence against women. Indeed, the social construct of male privileges in society continues to be used to justify violence against women in the private and public sphere. In essence, sexual harassment is a mirror reflecting male power over women that sustains patriarchal relations. In a society where violence against women, both subtle and direct, is borne out of the patriarchal values, women are forced to conform to traditional gender roles. These patriarchal values and attitudes of both women and men pose the greatest challenge in resolution and prevention of sexual harassment. Workplace sexual harassment, like other forms of violence, is not harmless. It involves serious health, human, economic and social costs, which manifests themselves in the overall development indices of a nation.

The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 was enacted to ensure safe working spaces for women and to build enabling work environments that respect women's right to equality of status and opportunity. An effective implementation of the Act will contribute to the realization of their right to gender equality, life and liberty, equality in working conditions everywhere. The sense of security at the workplace will improve women's participation in work, resulting in their economic empowerment and inclusive growth.

The full scale of the problem is not known given the difficulties in documenting the experience of those who have experienced workplace sexual harassment. However, available studies on sexual harassment show that it is certainly prevalent in India today. This is why the legislation is an important step forward within the larger architecture of women's rights, as it tackles this issue to secure the rights of women workers across the country.

While the official figures for women's work participation are low, much of the work that women do is not captured in official data accounts. It is argued¹ that where this is to be captured, women's overall work participation would be 86.2 per cent. While the official data² shows that women's work participation rate is around 25.3 per cent in rural areas and 14.7 per cent in the urban areas, estimates indicate that there is a huge workforce of women, therefore there is a need to secure their workplace and entitlements. Given, that 93 per cent of women workers are employed in the informal sector, they remain unprotected by laws. With no laws or mechanisms to protect them, proactive measures are required to make their workplaces safe.

¹ Professor Jayati Ghosh, Paper on 'What Exactly is Work?' http://www.macrosan.org/cur/oct14/pdf/Exactly_Work.pdf

² NSSO 2011-12

It is well established that ensuring safe working conditions for women leads to a positive impact on their participation in the workforce and increases their productivity, which in turn benefits the nation as a whole. Economically, empowered women are key to the nation's overall development and this can only be achieved if it is ensured that women's workspaces across all sectors and all over the country have a safe and secure environment for work.

It is important as well to ensure that the emphasis is on prevention rather than punitive action. This calls for widespread awareness on the Act among employers, managers and the workers themselves. Frequently, women workers may face sexual harassment but may not be aware that it is a breach of their rights and that there is something they can do about it. They need to know that they can do something about it. Then there are others, who may believe that it is a personal matter that needs to be resolved by the people involved. In order to change this order of things, it is urgent that measures are taken to change mind-sets and attitudes by creating awareness about what constitutes sexual harassment and the steps that can be taken to address it.

This handbook will serve as an important tool to make workplaces safe and benefit both workers and employers alike, leading to mutual gains.

1.1 THE MANDATE

Today, all workplaces in India are mandated by law to provide a safe and secure working environment free from sexual harassment for all women.

1.2 THE GENESIS

In 1992, a rural level change agent, Bhanwari Devi, was engaged by the state of Rajasthan as a *Sathin*³ to work towards the prevention of the practice of child marriages. During the course of her work, she prevented the marriage of a one-year old girl in the community. Her work was met with resentment and attracted harassment from men of that community. Bhanwari Devi reported this to the local authority but no action was taken. That omission came at great cost – Bhanwari was subsequently gang raped by those very men.

The Bhanwari Devi case revealed the ever-present sexual harm to which millions of working women are exposed across the country, everywhere and everyday irrespective of their location. It also shows the extent to which that harm can escalate if nothing is done to check sexually offensive behaviour in the workplace.

Based on the facts of Bhanwari Devi's case, a Public Interest Litigation (PIL) was filed by Vishaka and other women groups against the State of Rajasthan and Union of India before the Supreme Court of India. It proposed that sexual harassment be recognized as a violation of women's fundamental right to equality and that all workplaces/establishments/institutions be made accountable and responsible to uphold these rights.

³ *Sathin*¹ means a friend

In a landmark judgment, *Vishaka vs. State of Rajasthan (1997)*⁴, the Supreme Court of India created legally binding guidelines basing it on the right to equality and dignity accorded under the Indian Constitution as well as by the UN Convention on the Elimination of All Forms of Discrimination against Women (CEDAW).

It included:

- ◆ A definition of sexual harassment
- ◆ Shifting accountability from individuals to institutions
- ◆ Prioritizing prevention
- ◆ Provision of an innovative redress mechanism

The Supreme Court defined sexual harassment as any unwelcome, sexually determined physical, verbal, or non-verbal conduct. Examples included sexually suggestive remarks about women, demands for sexual favours, and sexually offensive visuals in the workplace. The definition also covered situations where a woman could be disadvantaged in her workplace as a result of threats relating to employment decisions that could negatively affect her working life.

It placed responsibility on employers to ensure that women did not face a hostile environment, and prohibited intimidation or victimization of those cooperating with an inquiry, including the affected complainant as well as witnesses.

It directed for the establishment of redressal mechanism in the form of Complaints Committee, which will look into the matters of sexual harassment of women at workplace. The Complaints Committees were mandated to be headed by a woman employee, with not less than half of its members being women and provided for the involvement of a third party person/NGO expert on the issue, to prevent any undue pressure on the complainant. The guidelines extended to all kinds of employment, from paid to voluntary, across the public and private sectors.

Vishaka established that international standards/law could serve to expand the scope of India's Constitutional guarantees and fill in the gaps wherever they exist. India's innovative history in tackling workplace sexual harassment beginning with the *Vishaka* Guidelines and subsequent legislation has given critical visibility to the issue. Workplaces must now own their responsibility within this context and ensure that women can work in safe and secure spaces.

1.3 THE ACT

Having raised the bar of responsibility and accountability in the *Vishaka* Guidelines, the Supreme Court placed an obligation on workplaces, institutions and those in positions of responsibility, to uphold working women's fundamental right to equality and dignity at the workplace. Three key obligations were imposed on institutions to meet that standard, namely:

⁴ (AIR 1997 Supreme Court 3011)

- ◆ Prohibition
- ◆ Prevention
- ◆ Redress

In 2013, the Government of India notified the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act (referred to as Act hereinafter). Consistent with the Vishaka judgment, the Act aspires to ensure women's right to workplace equality, free from sexual harassment through compliance with the above mentioned three elements.

It is important to note that the Act provides a civil remedy to women and is in addition to other laws that are currently in force. Consequently, any woman who wishes to report instances of sexual harassment at the workplace has the right to take recourse of both civil and criminal proceedings.



1.4 PURPOSE OF THIS HANDBOOK

This handbook is meant for all workplaces/institutions/organizations to provide a basic understanding of sexual harassment at places of work. Additionally, it is designed to offer Internal Complaints Committee/s and Local Complaints Committee/s (Complaints Committee/s) established under the Act, with simple, user friendly information on sexual harassment; what is expected of Complaints Committee/s to redress a complaint; and what the inquiry process and outcome should include.

1.5 WHO IS THIS HANDBOOK FOR

This handbook informs the end user (an employee/worker) about workplace sexual harassment and their right to an informed complaint process in seeking redress as provided under the Act and Rules framed thereunder.

1.6 STRUCTURE OF THE HANDBOOK

This Handbook has 6 sections, with each containing information for women, male co-workers as well as their employers, on how to deal with sexual harassment at the workplace in the context of the Act.

Section 1 serves as an introduction, as it details the genesis of the Act and the history behind it, as well as provides a brief description of the Act itself. This section also describes the purpose of this handbook and who it is designed for.

Section 2 sets the context by defining a workplace and sexual harassment. It provides the reader with key elements, such as examples of sexual harassment as well as scenarios and the impact of such behaviour.

Section 3 focuses on the key individuals and institutions involved in the prohibition and prevention processes and their responsibilities.

Section 4 is about redress. This section identifies and defines the key players involved in the complaint mechanism (including the complainant and the respondent). It details the stages of the complaint process. Particular attention is paid to the complaints committee which plays a very important role in this process.

Section 5 describes the monitoring requirements as per the Act.

Section 6 lists the important international frameworks and select best practices on sexual harassment at the workplace.

Workplace Sexual Harassment- What Is It?

“No woman shall be subjected to sexual harassment at any workplace.”

Section 3(1) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013

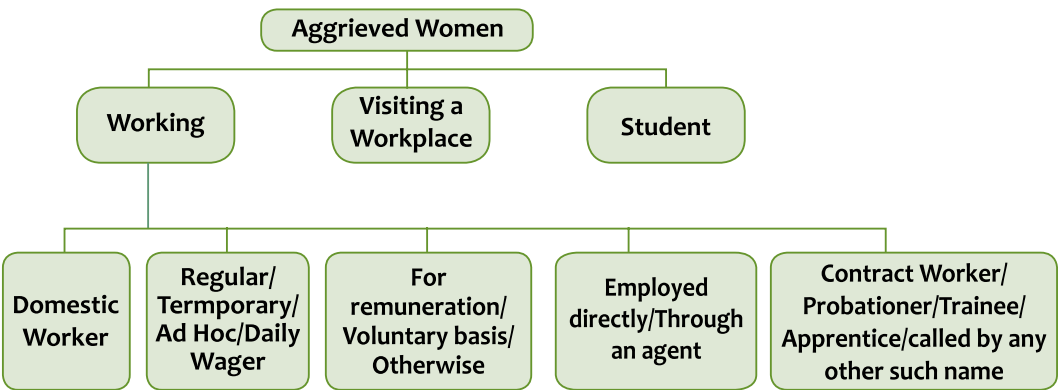
This section defines the aggrieved woman, workplace and sexual harassment as well as highlights key elements of workplace sexual harassment. It provides examples of behaviours through which a woman can experience possible professional and personal harm. It presents the user with scenarios from across-section of work contexts to build clarity on different forms of sexual harassment as identified under the Act.

2.1 WHO IS AN AGGRIEVED WOMAN?

The Act recognizes the right of every woman to a safe and secure workplace environment irrespective of her age or employment/work status. Hence, the right of all women working or visiting any workplace whether in the capacity of regular, temporary, adhoc, or daily wages basis is protected under the Act.

It includes all women whether engaged directly or through an agent including a contractor, with or without the knowledge of the principal employer. They may be working for remuneration, on a voluntary basis or otherwise. Their terms of employment can be express or implied.

Further, she could be a co-worker, a contract worker, probationer, trainee, apprentice, or called by any other such name. The Act also covers a woman, who is working in a dwelling place or house.



2.2 WHAT IS A WORKPLACE?

A workplace is defined as “any place visited by the employee arising out of or during the course of employment, including transportation provided by the employer for undertaking such a journey.” As per this definition, a workplace covers both the organised and un-organised sectors.

It also includes all workplaces whether owned by Indian or foreign company having a place of work in India. As per the Act, workplace includes:

- Government organizations, including Government company, corporations and cooperative societies;
- Private sector organisations, venture, society, trust, NGO or service providers etc. providing services which are commercial, vocational, educational, sports, professional, entertainment, industrial, health related or financial activities, including production, supply, sale, distribution or service;
- Hospitals/Nursing Homes;
- Sports Institutes/Facilities;
- Places visited by the employee (including while on travel) including transportation provided by employer;
- A dwelling place or house.

The Act defines the Unorganised Sector as:

- Any enterprise owned by an individual or self-employed workers engaged in the production or sale of goods or providing services of any kind;
- Any enterprise which employs less than 10 workers.

All women working or visiting workplaces, for example:



2.3 WHAT IS SEXUAL HARASSMENT AT THE WORKPLACE?

“Sexual Harassment” includes anyone or more of the following unwelcome acts or behaviour (whether directly or by implication), namely:

1. Physical contact or advances;
2. A demand or request for sexual favours;
3. Making sexually coloured remarks;
4. Showing pornography;
5. Any other unwelcome physical, verbal or non-verbal conduct of a sexual nature



2.4 KEY ELEMENTS OF WORKPLACE SEXUAL HARASSMENT

Very often situations that start off innocently end up in inappropriate and unprofessional behaviours. It is important to remember that **workplace sexual harassment is sexual, unwelcome** and the experience is **subjective**. It is the **impact** and not the intent that matters and it almost always occurs in a matrix of **power**. It is possible that a woman may experience a single instance of sexual harassment or a series of incidents over a period of time. It is important also to remember that each case is unique and should be examined in its own context and according to the surrounding circumstances as a whole.

The following table highlights the subjective nature of the experience and the impact it may have on the person involved, irrespective of the intent of such behaviour.

To enable prevention of sexual harassment at the workplace, it is critical to recognize and differentiate between welcome and unwelcome sexual behaviour. Listed are some examples of how “unwelcome” and “welcome” behaviour is experienced.

THE FIRST STEP TO PREVENTION IS RECOGNITION

Workplace Sexual Harassment is behaviour that is

UNWELCOME

SEXUAL in nature

A **SUBJECTIVE** experience

IMPACT not intent is what matters

Often occurs in a matrix of **POWER**

UNWELCOME	WELCOME
Feels bad	Feels good
One-sided	Reciprocal
Feels powerless	In-control
Power-based	Equality
Unwanted	Wanted
Illegal	Legal
Invading	Open
Demeaning	Appreciative
Causes anger/sadness	Happy
Causes negative self-esteem	Positive self-esteem

Impact of inappropriate behaviour

The impact of sexual harassment at the workplace is far-reaching and is an injury to the equal right of women. Not only does it impact her, it has a direct bearing on the workplace productivity as well as the development of the society. Below is a list of select examples of such negative impacts.



Professional	Personal
<ul style="list-style-type: none"> • Decreased work performance • Increased absenteeism, loss of pay • Loss of promotional opportunities • Retaliation from the respondent, or colleagues/ friends of the respondent • Subjected to gossip and scrutiny at work • Being objectified • Becoming publicly sexualized • Defamation • Being ostracized • Having to relocate • Job and career consequences • Weakened support network 	<ul style="list-style-type: none"> • Depression • Anxiety, panic attacks • Traumatic stress • Sleeplessness • Shame, guilt, self-blame • Difficulty in concentrating • Headaches • Fatigue, loss of motivation • Personal Difficulties with time • Eating disorders (weight loss or gain) • Feeling betrayed and/or violated • Feeling angry or violent towards the respondent • Feeling powerless • Loss of confidence and self esteem • Over all loss of trust in people • Problems with intimacy • Withdrawal and isolation

SEXUAL HARASSMENT IS A SUBJECTIVE EXPERIENCE

In 2010, the High Court of Delhi endorsed the view that sexual harassment is a subjective experience and for that reason held “We therefore prefer to analyze harassment from the [complainant’s] perspective. A complete understanding of the [complainant’s] view requires... an analysis of the different perspectives of men and women. Conduct that many men consider unobjectionable may offend many women... Men tend to view some forms of sexual harassment as “harmless social interactions to which only overly-sensitive women would object. The characteristically male view depicts sexual harassment as comparatively harmless amusement. ... Men, who are rarely victims of sexual assault, may view sexual conduct in a vacuum without a full appreciation of the social setting or the underlying threat of violence that a woman may perceive.”

Dr. Punita K. Sodhi v. Union of India & Ors. W.P. (C) 367/2009 & CMS 828, 11426/2009
On 9 September, 2010, in the High Court of Delhi

2.5 EXAMPLES OF BEHAVIOURS AND SCENARIOS THAT CONSTITUTE SEXUAL HARASSMENT

Below are examples of behaviour that may or may not constitute workplace sexual harassment in isolation. At the same time, it is important to remember that more often than not, such behaviour occurs in cluster. Distinguishing between these different possibilities is not an easy task and requires essential training and skill building.



Some examples of behaviour that constitute sexual harassment at the workplace:

1. Making sexually suggestive remarks or innuendos.
2. Serious or repeated offensive remarks, such as teasing related to a person's body or appearance.
3. Offensive comments or jokes.
4. Inappropriate questions, suggestions or remarks about a person's sex life.
5. Displaying sexist or other offensive pictures, posters, mms, sms, whatsapp, or e-mails.
6. Intimidation, threats, blackmail around sexual favours.
7. Threats, intimidation or retaliation against an employee who speaks up about unwelcome behaviour with sexual overtones.
8. Unwelcome social invitations, with sexual overtones commonly understood as flirting.
9. Unwelcome sexual advances which may or may not be accompanied by promises or threats, explicit or implicit.



10. Physical contact such as touching or pinching.
11. Caressing, kissing or fondling someone against her will (could be considered assault).
12. Invasion of personal space (getting too close for no reason, brushing against or cornering someone).
13. Persistently asking someone out, despite being turned down.
14. Stalking an individual.
15. Abuse of authority or power to threaten a person's job or undermine her performance against sexual favours.
16. Falsely accusing and undermining a person behind closed doors for sexual favours.
17. Controlling a person's reputation by rumour-mongering about her private life.

Some examples of behaviour that may indicate underlying workplace sexual harassment and merit inquiry:

1. Criticizing, insulting, blaming, reprimanding or condemning an employee in public.
2. Exclusion from group activities or assignments without a valid reason.
3. Statements damaging a person's reputation or career.
4. Removing areas of responsibility, unjustifiably.
5. Inappropriately giving too little or too much work.
6. Constantly overruling authority without just cause.
7. Unjustifiably monitoring everything that is done.
8. Blaming an individual constantly for errors without just cause.
9. Repeatedly singling out an employee by assigning her with demeaning and belittling jobs that are not part of her regular duties.
10. Insults or humiliations, repeated attempts to exclude or isolate a person.
11. Systematically interfering with normal work conditions, sabotaging places or instruments of work.
12. Humiliating a person in front of colleagues, engaging in smear campaigns.
13. Arbitrarily taking disciplinary action against an employee.
14. Controlling the person by withholding resources (time, budget, autonomy, and training) necessary to succeed.

Some examples of workplace behaviours that may not constitute sexual harassment:

1. Following-up on work absences.
2. Requiring performance to job standards.

3. The normal exercise of management rights.
4. Work-related stress e.g. meeting deadlines or quality standards.
5. Conditions of works.
6. Constructive feedback about the work mistake and not the person.

2.6 FORMS OF WORKPLACE SEXUAL HARASSMENT

Generally workplace sexual harassment refers to two common forms of ***inappropriate behaviour***:

- Quid Pro Quo (literally ‘this for that’)
 - Implied or explicit promise of preferential/detrimental treatment in employment
 - Implied or express threat about her present or future employment status
- Hostile Work Environment
 - Creating a hostile, intimidating or an offensive work environment
 - Humiliating treatment likely to affect her health or safety

2.7 SCENARIOS

The following scenarios have been constructed as examples based on real life experiences of women at workplaces. The scenarios attempt to build an understanding of the two types of workplace sexual harassment as prescribed by the Act i.e. quid pro quo and hostile environment.

The names in the following examples are fictional and in no way refer to any individual alive or dead.

A. Examples of scenarios that constitute quid pro quo or ‘this for that’ type of sexual harassment at the workplace:

SCENARIO EXAMPLE 1

Kamini is a bright young team leader working in a call centre. Known to be forthright, she is dedicated, hardworking and is a perfectionist.

Kamini stays back at work late one evening with her colleague Ravi to complete work for an important presentation. Ravi offers to buy Kamini dinner and later drop her home since it’s been a long day. After dinner, Ravi proposes to Kamini that he would like her to spend the night with him. Kamini refuses politely but firmly and goes home. Next evening, Ravi repeats his request and on Kamini’s refusal, threatens her that ***if she doesn’t give-in, he will tell everyone*** that she made a pass at him.

What is Workplace ‘this for that’ Sexual Harassment?

In the above example, Ravi’s threat to Kamini that if she does not agree to his ‘request’ for a sexual favour, he will in return smear her character at the workplace as a person who wants to use sexual

favours to her advantage constitutes quid pro quo form of sexual harassment. Ravi's behaviour is unwelcome, sexual, and has a negative impact on Kamini.

SCENARIO EXAMPLE 2

Renuka is employed as a domestic worker where she is expected to take care of all the household activities, other than cooking. Most of the days, the lady of the house leaves early. Renuka is therefore left alone in the house with a male member of the household.

Renuka finds the male member constantly leering at her when he is at home and often walks around the house wrapped in nothing but a towel which makes her very uncomfortable. On one occasion, while she was sweeping, he pinched her bottom. When she protested that she will complain to the lady of the house, he **threatened to accuse** her of stealing, and that he will ensure that she **loses** her job.



What is Workplace Sexual Harassment?

In the above example, the male member by threatening Renuka to keep quiet about the unwelcome physical contact if she wants to continue with her employment commits quid pro quo form of sexual harassment. His behaviour occurring in a matrix of power, is unwelcome, sexual and has a negative impact on Renuka.

SCENARIO EXAMPLE 3

Shamima is a lawyer who works as a researcher at an NGO in Delhi since 2013. Dr. Bhavan is the director of the organisation and has always advocated for the cause of human rights.

During an official field visit to Shimla for 2 days, Dr. Bhavan finds an opportunity to be alone with Shamima and makes a physical advance. Despite her protests, he forces himself on her while giving lurid and sexually explicit details of his relationships, both past and present, with women. When she chastises him and threatens to make his behaviour public, he **threatens to destroy her career**.

What is Workplace Sexual Harassment?

In the above example, by threatening Shamima with the destruction of her career, Dr. Bhavan commits quid pro quo sexual harassment. His physical advances and sexual conversation are unwelcome for Shamima and occur in a matrix of power.

B. Examples of scenarios that constitute a 'hostile work environment' type of sexual harassment at the workplace:

SCENARIO EXAMPLE 1

Jayanthi works in a garment factory in Bangalore.

Varghese, Jayanthi's supervisor, often tries to touch her on one or the other pretext. For example, he adjusts her *dupatta* while she is sewing at her workstation on the pretext of covering her back. Jayanthi is very uncomfortable with his behaviour. Her colleagues at the workplace ridicule Jayanthi and mock her for the 'special treatment' by her supervisor. They often gossip about her and Varghese.



What is a Hostile Workplace Environment Sexual Harassment?

In the above example, the physical touching by Varghese is unwelcome and sexual in nature. The gossip, which is based on Varghese's behaviour towards Jayanthi at the workplace, is creating a hostile work environment for Jayanthi.

SCENARIO EXAMPLE 2

Sukhi is a daily wage labourer working at a construction site. Every day at lunch time, Sukhi sits under the shade of the tree to feed her 16-month old baby. She finds Jaswinder, a worker, staring at her from the distance. Sukhi feels uncomfortable and asks Jaswinder to stay away from her while she's feeding the baby. However, Jaswinder persists and always finds a place near her. The group of fellow construction workers now **constantly catcall and whistle** at Sukhi every time she walks their way to refill the cement or mortar. When she questions them, they tell her they are only joking amongst themselves.

What is a Hostile Workplace Environment Sexual Harassment?

Ogling, stalking and gossiping against Sukhi in the above example constitute a hostile work environment, a form of workplace sexual harassment.

SCENARIO EXAMPLE 3

Sumedha is a Captain with the Indian Army. She has refused an offer made by a Senior Officer for a relationship. Sumedha has kept quiet about this experience, but thanks to the rumour-mongering by the Senior Officer, she has acquired a reputation of being a woman of 'easy virtue'. Now she is being *subjected to repeated advances* by three of her senior officer colleagues. When she turns around and protests, *she is singled out for additional physical training*.

What is a Hostile Workplace Environment Sexual Harassment?

In the above example, Sumedha's refusal to the sexual advances of her Senior Officer, leads to her being subjected to rumours, gossip, character assassination, unwelcome sexual advances by other officers, and arbitrary disciplinary action. This constitutes Hostile Work Environment form of workplace Sexual Harassment.

SCENARIO EXAMPLE 4

Asha is a researcher at a media agency led by Dr. Purshottam, a well-known journalist.

In the first few months of Asha's employment, Dr. Purshottam is very pleased with her work and publicly appreciates her. Soon after, Dr. Purshottam frequently summons Asha to his office on the pretext of work and makes verbal sexual advances and sexually coloured remarks to her. He brushes aside her protests by saying that they would not be able to work as a team unless she interacted closely with him and they both got to know each other well. However, once she categorically rebuffed his sexual advances, he has stopped. Now he **ridicules her work** and **humiliates** her in the presence of colleagues and the staff. He **discriminates** against her by allotting projects to her and then arbitrarily withdrawing the work.

What is a Hostile Workplace Environment Sexual Harassment?

In the above example, the workplace actions are a result of Asha rebuffing the unwelcome, sexual advances of Dr. Purshottam and this constitutes hostile work environment form of workplace sexual harassment.

This section has listed and illustrated some of the behaviours that constitute the five parameters of workplace sexual harassment, viz., sexual, subjective, unwelcome, impact and power. This becomes the basis of the key elements of the Act, Prevention, Prohibition and Redress.

Prevention and Prohibition

“The meaning and content of fundamental rights guaranteed in the Constitution of India are of sufficient amplitudes to encompass all facets of gender equality...”

Late Justice J.S. Verma

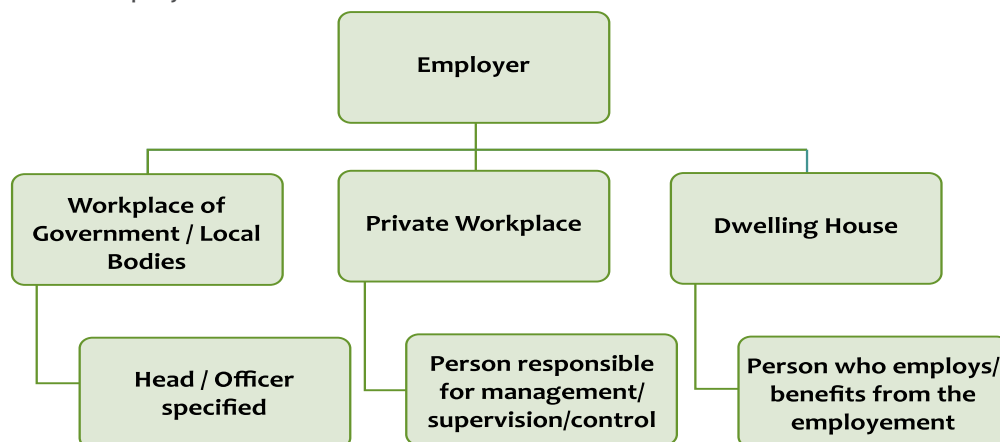
This section describes those who are both responsible and accountable to prevent workplace sexual harassment in compliance with the Act. It also highlights the role of workplaces in prohibiting workplace sexual harassment through an effectively communicated policy.

3.1 PREVENTIVE AUTHORITIES

3.1.1 WHO IS AN EMPLOYER?

An employer refers to:

1. The head of the department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit of the Appropriate Government or local authority or such officer specified in this behalf.
2. Any person (whether contractual or not) responsible for the management, supervision and control of a designated workplace not covered under clause (i).
3. A person or a household who employs or benefits from the employment of domestic worker or women employees.



3.1.2 WHO IS AN APPROPRIATE GOVERNMENT?

As per the Act, Appropriate Government means:

- i. In relation to a workplace which is established, owned, controlled or wholly or substantially financed by funds provided directly or indirectly—
 - a. By the Central Government or the Union Territory administration, the Central Government;
 - b. By the State Government, the State Government;
- ii. In relation to any workplace not covered under sub-clause (i) and falling within its territory, the State Government.

3.2 WHO IS A DISTRICT OFFICER (DO)?

State Governments will notify a District Magistrate/Additional District Magistrate/ Collector/ Deputy Collector as a District Officer at the local level. The District Officer will be responsible for carrying out the powers and functions under the Act at the district levels (including every block, taluka, tehsil, ward, and municipality).

3.3 RESPONSIBILITIES OF THE AFOREMENTIONED AUTHORITIES

Under the law the employer/DO is obliged to create a workplace free of sexual harassment. It is the responsibility of the Employer/District Officer in general to:

1. Create and communicate a detailed policy;
2. Ensure awareness and orientation on the issue;
3. Constitute Complaints Committee/s in every workplace and district so that every working woman is provided with a mechanism for redress of her complaint(s);
4. Ensure Complaints Committees are trained in both skill and capacity;
5. Prepare an annual report and report to the respective state government;
6. District Officer will also appoint a nodal officer to receive complaints at the local level.

3.2.1 Complaints Committee/s

The Act provides for two kinds of complaints mechanisms: Internal Complaints Committee (ICC) and Local Complaints Committee (LCC). All Complaints Committees must have 50 per cent representation of women. ICC or LCC members will hold their position not exceeding three years from the date of their nomination or appointment.

1) Internal Complaints Committee (ICC)

Every employer is obliged to constitute an ICC through a written order. The ICC will be composed of the following members:

No	Member	Eligibility
1.	Chairperson	Women working at senior level as employee; if not available then nominated from other office/units/ department/ workplace of the same employer
2.	2 Members (minimum)	From amongst employees committed to the cause of women/ having legal knowledge/experience in social work
3.	Member	From amongst NGO/associations committed to the cause of women or a person familiar with the issue of Sexual Harassment

Where the office or administrative units of a workplace are located in different places, division or sub-division, an ICC has to be set up at every administrative unit and office.

ICC/LCC ARE MANDATORY

The employee who had a fundamental right to a workplace free of sexual harassment, had complained about sexual harassment. According to the Court, had the organisation complied with the Vishaka Guidelines and set up such a Complaints Committee, the preventative benefit would have been three-fold:

1. Ensured a place where women employees could seek redress;
2. Sent a clear message to the workplace that such complaints would be enquired into by a specially designated committee with external expertise;
3. Prevented a series of litigation that followed.

Hence, the Madras High Court awarded Rs. 1.68 crores in damages to an employee for the non-constitution of a Complaints Committee by the employer, as per the Vishaka Guidelines (at the time of the complaint, the Sexual Harassment of Women at Workplace Act 2013 had not been enacted).

Ms. G v. ISG Novasoft Technologies Ltd. Madras High Court (CrI.R.C.No.370 of 2014 order dated 02.09. 2014. Original Petition No.463 of 2012

2) Local Complaints Committee (LCC)

The District Officer will constitute an LCC in every district so as to enable women in the unorganised sector or small establishments to work in an environment free of sexual harassment. The LCC will receive complaints:

1. From women working in an organisation having less than 10 workers;
2. When the complaint is against the employer himself;
3. From domestic workers.

No	Member	Eligibility
1.	Chairperson	Nominated from amongst the eminent women in the field of social work and committed to the cause of women
2.	Member	Nominated from amongst the women working in the block, taluka or tehsil or ward or municipality in the district
3.	2 Members	Nominated from amongst such NGO/associations/persons committed to the cause of women or familiar with the issues relating to sexual harassment, provided that: <ul style="list-style-type: none"> • At least one must be a woman • At least one must have a background of law or legal knowledge
4.	Ex Officio member	The concerned officer dealing with social welfare or women and child development in the district

*One of the nominees shall be a woman belonging to the SC/ST/OBC/Minority community notified by the Central Government.

3) External Members on the Complaints Committee/s

The Act refers to external members, which generally means persons who have expertise with the issue of sexual harassment. Given the largely intangible nature of workplace sexual harassment, there are a range of complexities involved in responding effectively to workplace sexual harassment complaints. For this reason, external third party/ members on the Complaints Committee/s (from civil society or legal background) should possess the following attributes:

1. Demonstrated knowledge, skill and capacity in dealing with workplace sexual harassment issues/complaints;
2. Sound grasp and practice of the legal aspects/implications.

Such expertise will greatly benefit Complaints Committees in terms of fair and informed handling of complaints to lead to sound outcomes. These external third party members shall be paid for their services on the Complaints Committees as prescribed.

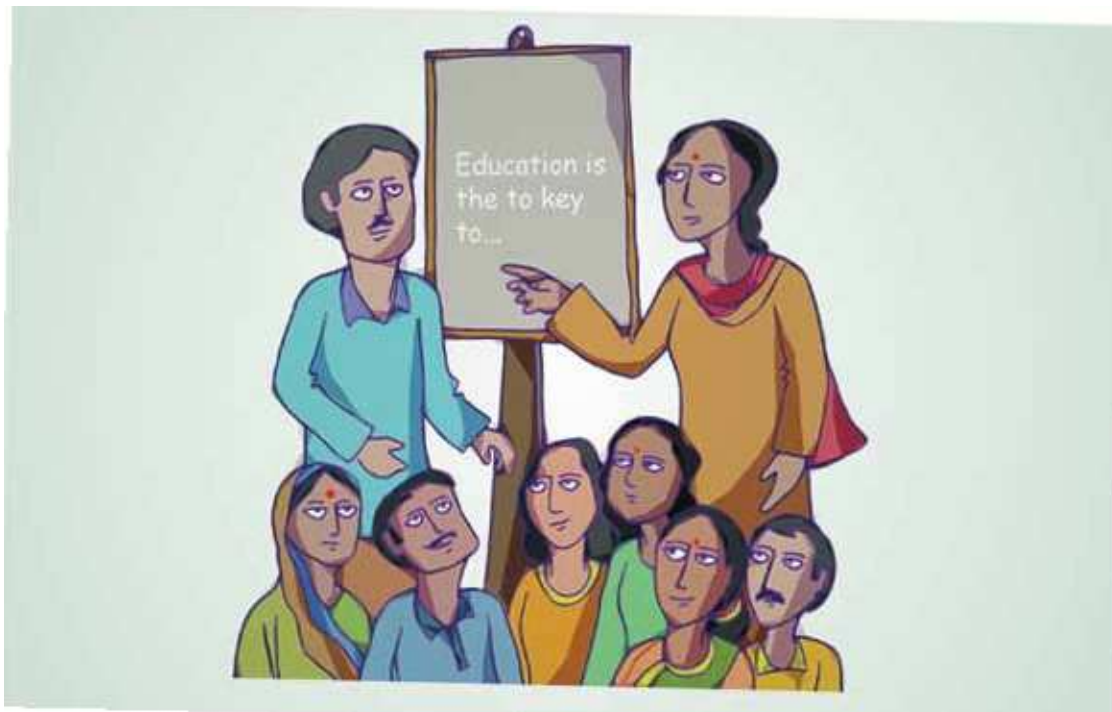
Criteria for the External Member

A 'person familiar with issues relating to women' would mean such persons who have expertise in issues related to sexual harassment and may include any of the following:

- At least 5 years of experience as a social worker, working towards women's empowerment and in particular, addressing workplace sexual harassment;
- Familiarity with labour, service, civil or criminal law.

3.2.2 Sexual Harassment at Workplace Policy

Employers/District Officers are responsible for complying with prohibition, prevention and redress of workplace sexual harassment. In practice, this means having a policy that: (1) prohibits unwelcome behaviour that constitutes workplace sexual harassment; (2) champions prevention of workplace sexual harassment through orientation, awareness and sensitization sessions; and (3) provides a detailed framework for redress.



3.2.3 Dissemination of Information and Awareness Generation

Employers/ District Officers have a legal responsibility to:

1. Effectively communicate a policy that prohibits unwelcome behaviour that constitutes workplace sexual harassment, and provides a detailed framework for prevention, and redress processes.
2. Carry out awareness and orientation for all employees.
3. Create forums for dialogue i.e. Panchayati Raj Institutions, Gram Sabhas, Women's Groups, Urban Local Bodies or like bodies, as appropriate.
4. Ensure capacity and skill building of Complaints Committees.
5. Widely publicize names and contact details of Complaints Committee members.

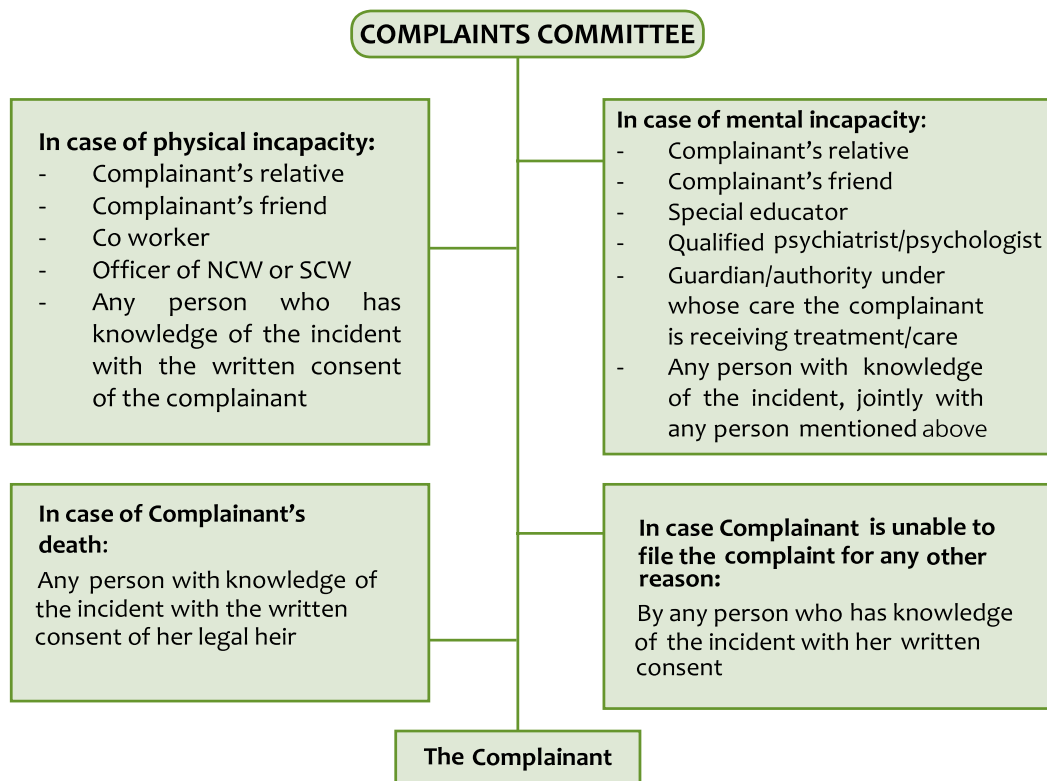
Redress

“...the time has come when women must be able to feel liberated and emancipated from what could be fundamentally oppressive conditions against which an autonomous choice of freedom can be exercised and made available by women. This is sexual autonomy in the fullest degree”

Late Chief Justice J.S. Verma, Justice Verma Committee Report, 2013

This section is about Redress. It provides helpful information on who can complain, to whom, and what a complaint should contain. It also gives information and lays out the steps involved when a complaint has reached the Complaints Committee, in terms of the process, findings and recommendations.

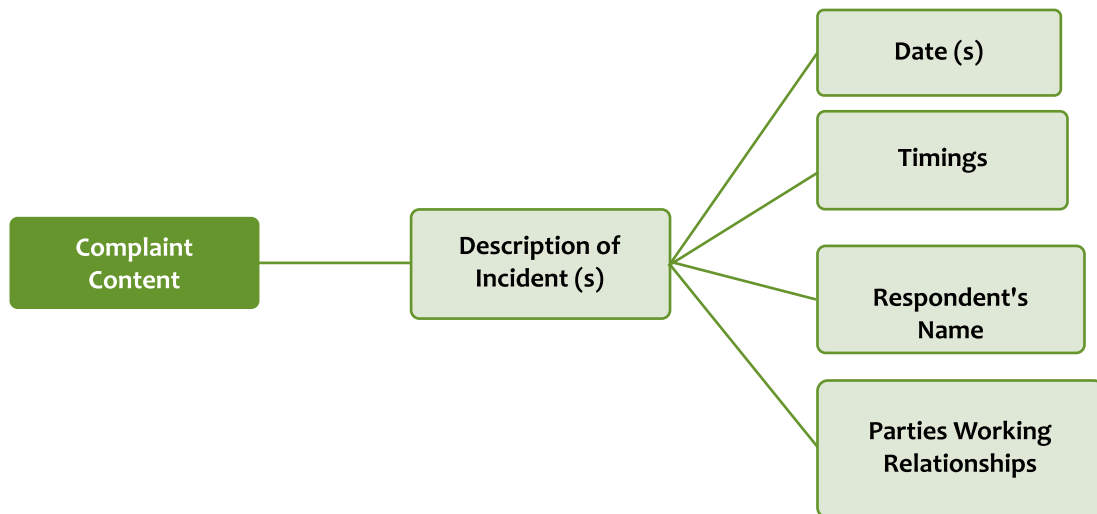
4.1 WHO CAN COMPLAIN AND WHERE?



Generally, where there are less than ten workers, any woman employee can complain to the Local Complaints Committee with the support of the Nodal Officer, when required. It is the responsibility of the District Officer to designate a person as the Nodal Officer in every block, taluka and tehsil in rural or tribal areas and wards or municipalities in the urban areas, to receive the complaints of workplace sexual harassment from women. The Nodal Officer will forward all such complaints within seven days of its receipt to the concerned Complaints Committee for appropriate action. In most other workplaces, a woman employee can make a complaint to the Internal Complaints Committee.

4.2 WHAT SHOULD THE COMPLAINT CONTAIN?

The written complaint should contain a description of each incident(s). It should include relevant dates, timings and locations; name of the respondent(s); and the working relationship between the parties. A person designated to manage the workplace sexual harassment complaint is required to provide assistance in writing of the complaint if the complainant seeks it for any reason.



4.3 WHAT CAN AN EMPLOYEE/WORKER EXPECT?

When it comes to redress for workplace sexual harassment, employee/worker has a right to expect -a **trained, skilled** and **competent** Complaints Committee, a time bound process, information confidentiality, assurance of non-retaliation, counselling or other enabling support where needed and assistance if the complainant opts for criminal proceedings.

4.3 A. RIGHTS OF THE COMPLAINANT

- An empathetic attitude from the Complaints Committee so that she can state her grievance in a fearless environment
- A copy of the statement along with all the evidence and a list of witnesses submitted by the respondent

- Keeping her identity confidential throughout the process
- Support, in lodging FIR in case she chooses to lodge criminal proceedings
- In case of fear of intimidation from the respondent, her statement can be recorded in absence of the respondent
- Right to appeal, in case, not satisfied with the recommendations/findings of the Complaints Committee

4.3 B. RIGHTS OF THE RESPONDENT

- A patient hearing to present his case in a non-biased manner
- A copy of the statement along with all the evidence and a list of witnesses submitted by the complainant
- Keeping his identity confidential throughout the process
- Right to appeal in case not satisfied with the recommendations/findings of the Complaints Committee

4.4 KEY RESPONSIBILITIES

To effectively address workplace sexual harassment complaints, a Complaints Committees must first be aware of their key responsibilities, some of which are highlighted below:

1. Be thoroughly prepared
2. Know the Act, Policy and/or relevant Service Rules
3. Gather and record all relevant information
4. Determine the main issues in the complaint
5. Prepare relevant interview questions
6. Conduct necessary interviews
7. Ensure parties are made aware of the process and their rights/responsibilities within it
8. Analyse information gathered
9. Prepare the report with findings/recommendations

4.5 KNOWLEDGE, SKILLS, TRAINING

Dealing with workplace sexual harassment complaints is often complex. Hence Complaints Committee/s must possess critical skills/capacity to effectively carry out their role. That includes a sound grasp of the Act, Vishaka Guidelines, applicable Service Rules, relevant laws and an understanding of workplace sexual harassment and related issues. Complaints Committee skills must include an ability to synthesise information i.e. relevant documents, the law and interviews. They should also be able to communicate effectively, write clearly, listen actively and conduct interviews. They should be competent at showing empathy, being impartial and being thorough. They should be able to identify sexual harassment and its impact.

A Complaints Committee/s is required to be trained in both **skill** and **capacity** to carry out a fair and informed inquiry into a complaint of workplace sexual harassment. An absence of such training will lead to unequal and unfair results, which can cost employers, employees, complainants as well as respondents.

FAIR AND INFORMED INQUIRY

Within 6 months of joining The Statesman newspaper, Rina Mukerhjee lost her job. While the company alleged that her work was “tardy” and “lacking in quality” it suppressed Rina’s complaint of sexual harassment against the news coordinator, Ishan Joshi. Within her first month of work, Rina had taken her complaint directly to the Managing Director, Ravinder Kumar. Time passed, nothing happened and Rina was fired. In a rare display of social context insight and clarity, the Industrial Tribunal (West Bengal) rejected the Statesman’s claim that Rina only referred to “professional” harassment in her complaint to Mr. Kumar. In the Tribunal’s view, Mr. Kumar’s failure to dig deeper was clearly suspect- “... it becomes clear that there was no Committee on Sexual Harassment, as per the Honb’le Supreme Court’s direction in Vishaka vs State of Rajasthan, existing in The Statesman, at that relevant time. ...to expect-the lady workman to file a written complaint and not to believe the same, when it has been filed ‘at a later date’ is sheer bias.” The Statesman was ordered to reinstate Rina and grant her full back wages.

M/s The Statesmen Ltd. and Smt. Rina Mukherjee. Order of K.K. Kumai, Judge, dated 06.02.2013, Fourth Industrial Labour Tribunal (West Bengal)

4.6 DO’S AND DON’TS FOR COMPLAINTS COMMITTEE

DO’S

1. Create an enabling meeting environment.
2. Use body language that communicates complete attention to the parties.
3. Treat the complainant with respect.
4. Discard pre-determined ideas.
5. Determine the harm.

DON’TS

1. Get aggressive.
2. Insist on a graphic description of the sexual harassment.
3. Interrupt.
4. Discuss the complaint in the presence of the complainant or the respondent.

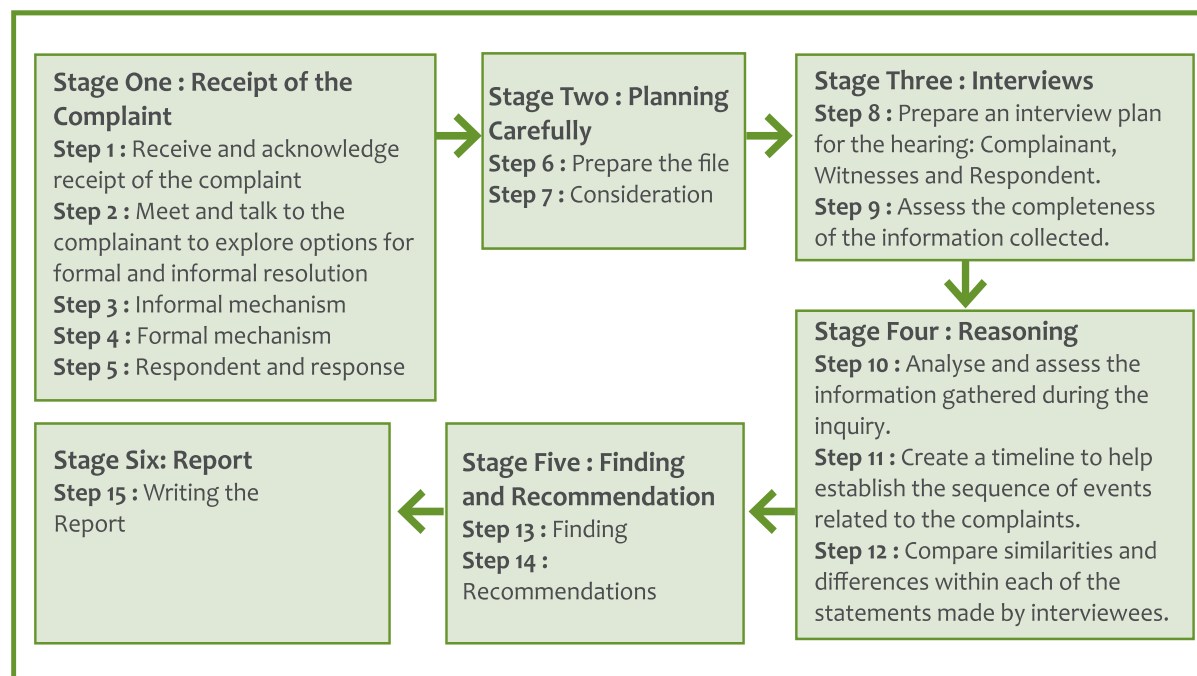


4.7 NON-NEGOTIABLES DURING THE INQUIRY PROCESS

During a redress process the Complaints Committee/s are required to assure confidentiality, non-retaliation and recommend interim measures as needed to conduct a fair inquiry.

4.8 THE SEXUAL HARASSMENT COMPLAINT PROCESS

The Complaints Committee/s needs to have information on the six stages (including fifteen steps), detailed below, for addressing a complaint of workplace sexual harassment.



STAGE ONE: RECEIPT OF THE COMPLAINT

A fair, prompt, and impartial inquiry process starts with a Complaints Committee capable of creating an environment of trust and confidence throughout the inquiry.

Step 1 : Receive and Acknowledge Receipt of the Complaint

The complainant submits a sexual harassment complaint in writing within three months of the last alleged incident to the Complaints Committee or any other person designated by the organization/ District Officer (i.e. Nodal Officer) to receive and manage complaints of sexual harassment.

Training and Skill Building : An Institutional Responsibility

It is important that both the Committee and any other person designated by the organization/ District Officer to receive or otherwise handle a sexual harassment complaint has there quired competency and skill building training formanaging a complaint and/or any concern related to workplace sexual harassment.

Upon receipt, the complaint should be reviewed for:

1. In the context of workplace that the sexual harassment complaint is to be met with under the Act, such as, Service Rules, Workplace Policy, Vishaka Guidelines and related laws.
2. Clarity in the complaint.
3. Additional information needed from the complainant.

The complainant will be notified in writing to acknowledge receipt.

Elements of the Behaviour

The complaint needs to satisfy the following elements:

- | | | | | | | | |
|----------|---|----------|--|----------|-----------------------------------|----------|---|
| 1 | The respondent displayed a potentially improper and/or offensive conduct which may come within workplace sexual harassment; | 2 | The behaviour was directed at the complainant; | 3 | The complainant experienced harm. | 4 | The behavior occurred in the workplace or at any location/any event related to work |
|----------|---|----------|--|----------|-----------------------------------|----------|---|

Step 2: Meet and Talk to the Complainant to Explore Options for Formal and Informal Resolution

The complainant needs to be informed about the ensuing process and the informal or formal options available for the redress.

Step 3: Informal Mechanism

If the complainant chooses to adopt the informal process to resolve her complaint/experience of workplace sexual harassment, then it is the responsibility of the person designated to receive and manage the Complaints Committee to explore enabling ways to address the complaint. This can include counselling, educating, orienting, or warning the respondent to promptly stop the unwelcome behaviour or appointing a neutral person to act as a conciliator between the parties to resolve the complaint through conciliation.

However, before recommending conciliation, the Committee must assess the severity of the situation and if necessary, advise and enable the complainant to opt for the formal route. At no point, the Complaints Committee will advise the complainant to resolve the matter directly with the respondent. Where such an informal process is successful, such resolution is to be recorded by the conciliator and forwarded to the ICC/LCC who in turn will forward the same to the employer/District Officer for further action based on the resolution. Employers/District Officers are responsible for taking steps to ensure that the complainant is not subject to any backlash.

The choice of a formal process rests with the complainant even if the person responsible for managing the complaint believes that this can be resolved through an informal process.

Step 4: Formal Mechanism

1. If the complainant opts for formal redress, or the nature of the complaint is serious which calls for formal redress, then the Complaints Committee responds to the complaint.

2. Complaints Committee/s members must be free of any conflict of interest with either the concerned parties or with the outcome.
3. Ensure that the independent third party member has sound knowledge, skill, and experience in dealing with workplace sexual harassment complaints.

Step 5: Respondent and Response

1. As per the procedure provided in the Service Rule; or in absence of the same
2. Within seven days of receiving a complaint, the Complaints Committee will inform the respondent in writing that a complaint has been received.
3. The respondent will have an opportunity to respond to the complaint in writing within ten days thereafter.

STAGE TWO: PLANNING CAREFULLY

Step 6: Prepare the File

A sound inquiry relies on sound preparation. This includes taking into account the following steps:

1. Documentation

Create an independent confidential file of the complaint and all subsequent related documentation.

2. Review Law & Policy

Have a clear knowledge and understanding of the Act/Rules as well as the relevant Service Rules, Workplace Policy, Vishaka Guidelines, existing practices and related laws.

3. Make a List

Make a list of all the dates and events relating to the written complaint as well as the names of witnesses, where applicable.

Relevant Witnesses

The complaint may include the names of people believed to have witnessed the alleged incidents or those who may have been aware of other information directly related to the complaint. The respondent may also include the names of witnesses. In addition, the Complaints Committee also has the discretion to call any person as a witness, who it believes, has something to contribute to the inquiry process.

4. Supporting Documents

Obtain and review all supporting documents relevant to the complaint, including those presented by the complainant and the respondent.

5. Act Quickly

Create a plan. This can be used as an initial checklist to ensure that all of the critical elements are covered. It includes:

- a. The names of the parties and witnesses to be interviewed
- b. Any documentary support that needs to be examined
- c. Timeline

Preparing the Plan - Key Elements to Consider

1. Defining the Issues

What is the complaint

Questions or points that require clarification

2. Determining a violation of the Policy/Act

What information is needed to determine that there has been a violation

3. Logistics

Venue for conducting the interviews. Are special logistics required

Creating timelines for each

4. Critical Information

What documents need to be looked at

Witnesses to be questioned and in what order

5. Areas of Questioning

Questions for each specific incident and party/witness

Questions for each particular issue

Issues likely to require follow-up

Step 7: Consideration

1. Interim Measures

While a complaint is pending inquiry, a complainant can make a written request for her transfer or the transfer of the respondent, or for leave (upto 3 months). She can also request the Complaints Committee to restrain the respondent from reporting on her work performance or writing her confidential report or supervising her academic activities (in case she is in educational institution). Even in the absence of such a request, the Complaints Committee must take corrective action. It is essential to take these actions in order to prevent potential *ongoing sexual harassment*.

2. Support

Maintain clear, timely communication with the parties throughout the process. Provide complainants with any specific assistance they may require, such as counselling, addressing health-related concerns or sanctioning of leave.

STAGE THREE: INTERVIEWS

Step 8: Prepare an Interview Plan for the Hearing: Complainant, Witnesses, Respondent

1. Based on the results of the previous steps and before conducting interviews, the Complaints Committee should decide which issues need to be pursued for questioning.
2. Interviews are meant to obtain information that is relevant to the complaint from individuals.
3. Interviews should be conducted with each person *separately and in confidence*. The complainant and the respondent should not be brought face to face with each other.

Interviewing Tips

1. Introduction

Questioning the parties and witnesses in a situation of workplace sexual harassment is a sensitive task. The Complaints Committee must therefore proceed with empathy, while appreciating at times, a different version of the facts.

2. Questioning

Determine beforehand the following:

- Date, time, place and order of interviews
- Questions and their order
- Time for each interview

Generally rely on questions related to **who, what, where, when and how**. Remember:

- Questions ought to be clear and focused.
- Obtain as much information as possible through the interview.
- Do not share information gathered from other sources.

3. Choose an Appropriate Location

To create trust, comfort and openness

4. Explain the Interview Process

Explain how the interview will be conducted and what is expected

5. Records of the Interview

Take notes and explain the need for a proper record

6. Manage the Interview

The Chairperson of the Complaints Committee is responsible for ensuring the interviews are correctly carried out and due process followed

7. Sign Statements

At the conclusion of the interview, have those interviewed, sign and date statements made and recorded before the Complaints Committee

Step 9: Assess the Completeness of the Information Collected

At this stage, the Complaints Committee should review the information gathered and their factual relevance to each aspect of the complaint. This will help determine whether there is enough information to make a finding on the complaint.

STAGE FOUR: REASONING

Step 10: Once the information and review is complete, the Complaints Committee will make its reasoned finding(s), which involves having to:-

- Identify the substance of each aspect of the complaint.
- Determine, whether or not, on a **balance of probability**, the unwelcome sexual harassment took place.
- Check that such behaviour/conduct falls within the definition of sexual harassment set out in the relevant Act/Rules, Policy, Service Rules or law.
- Comment on any underlying factor(s) that may have contributed to the incident.

Step 11: Create a timeline to help establish the sequence of events related to the complaint.

Step 12: Compare similarities and differences within each of the statements made by the interviewees.

STAGE FIVE: FINDING AND RECOMMENDATION

Step 13: Finding

Based on the above, the Complaints Committee must arrive at a finding of whether the complaint is upheld, not upheld or inconclusive.

Provided, where both the parties are employees, before finalising the findings, the ICC/LCC shall share its finding with both the parties and provide them an opportunity to make representation against it before the Committee.

Step 14: Recommendations

Based on its findings, the Complaints Committee shall then make appropriate recommendations which may include:

1. Where the Complaints Committee is unable to uphold the complaint, it shall recommend no action.
2. Where the Complaints Committee upholds the Complaint, it may recommend such action as stated within the relevant Policy or Service Rules, which may include a warning to terminate.

In case service rules do not exist, recommended action may include:

- Disciplinary action, including a written apology, reprimand, warning, censure;
- Withholding promotion/ pay raise/ increment;
- Termination;
- Counselling;
- Community service.

3. The Complaints Committee may also recommend financial damages to the complainant, while deciding the amount they shall take into consideration:

- Mental trauma, pain, suffering and emotional distress caused;
- Medical expenses incurred;
- Loss of career opportunity;
- Income and financial status of the respondent.

If the amount is not paid it can be recovered as an arrear of land revenue.

4. The Complaints Committee can also give additional recommendations to address the underlying factors contributing to sexual harassment at the workplace.

STAGE SIX: REPORT

Step 15: Writing the Report

The Complaints Committee will prepare a final report that contains the following elements:

- A description of the different aspects of the complaint;
- A description of the process followed;
- A description of the background information and documents that support or refute each aspect of the complaint;
- An analysis of the information obtained;
- Findings as stated above;
- Recommendations.

An inquiry must be completed within 90 days and a final report submitted to the Employer or District Officer (as the case may be) within ten days thereafter. Such report will also be made available to the concerned parties. The Employer or District Officer is obliged to act on the recommendations within 60 days. Any person not satisfied with the findings or recommendations of the Complaints Committee or non-implementation of the recommendations, may appeal in an appropriate court or tribunal, as prescribed under the Service Rules or where no such service rules exist, in such manner as may be prescribed.

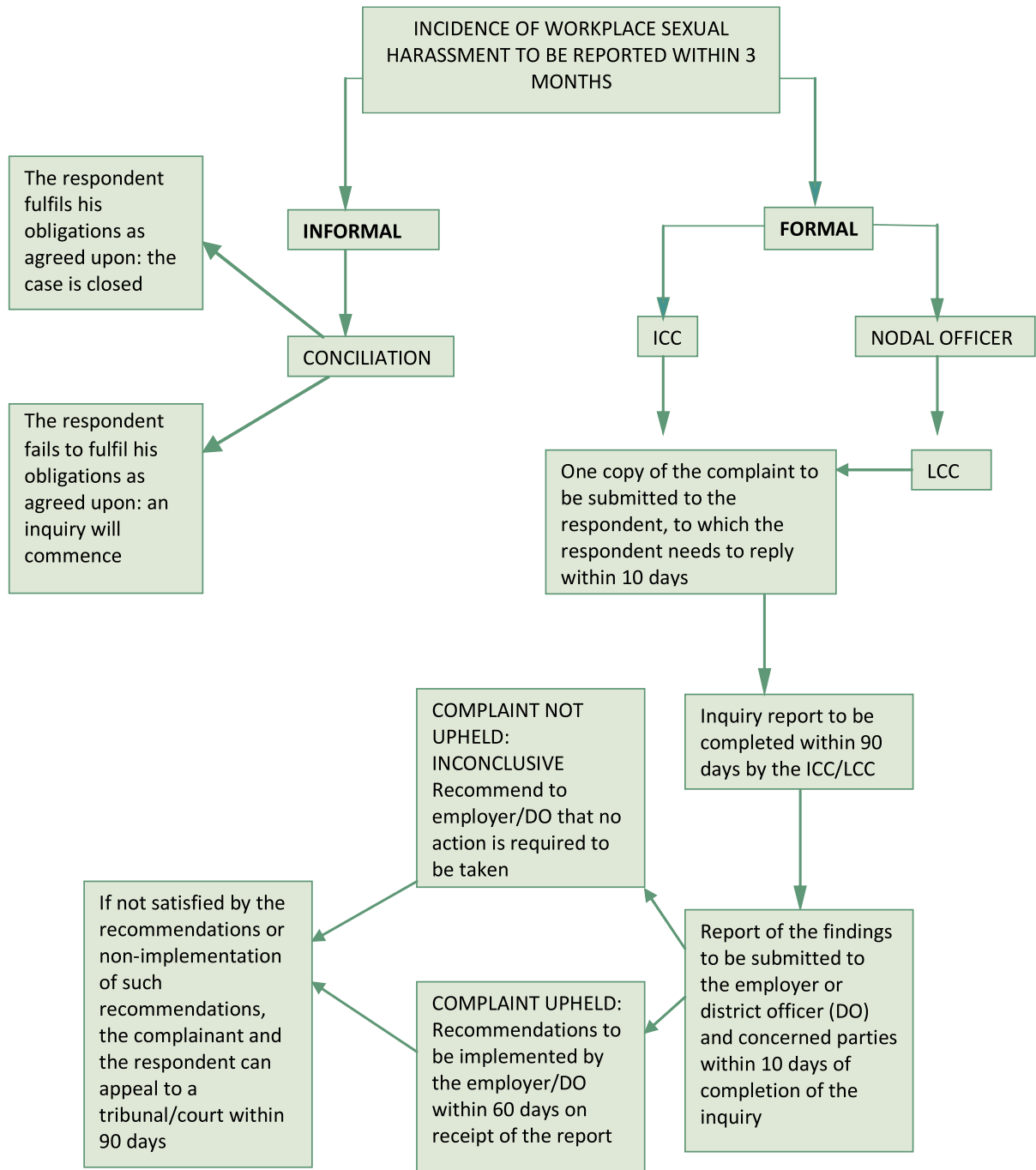
Given that most workspaces today are gender unequal and male-dominated, it is important that complaints by women be treated fairly and not dismissed. The mere inability to substantiate a complaint or provide adequate proof will not attract legal action against the complainant. However, making a false or malicious complaint or producing a forged or misleading document is an offence.

4.9 AT A GLANCE

1) Complaints Committee's Checklist

- Review the written complaints and response to complaints
- Review the applicable policy, the Act/Rules, Vishaka Guidelines and other relevant laws
- Develop a plan
- Meet with the complainant
- Meet with the respondent
- Meet with the witnesses
- Record statements and have them dated and signed
- Review and adapt the plan, as needed
- Proceed with further interviews, as needed
- Analyze all the facts to develop reasoning
- Arrive at the findings
- Give recommendations
- Prepare the report
- Submit the file to the organization or District Officer for implementation of the recommendations and for safe keeping.

INQUIRY PROCESS AT A GLANCE



2) Timelines as per the Act

Submission of Complaint	Within 3 months of the last incident
Notice to the Respondent	Within 7 days of receiving copy of the complaint
Completion of Inquiry	Within 90 days
Submission of Report by ICC/LCC to employer/DO	Within 10 days of completion of the inquiry
Implementation of Recommendations	Within 60 days
Appeal	Within 90 days of the recommendations

3) Confidentiality

The Act prohibits the publication or making known the contents of a complaint and the inquiry proceedings. Any breach of confidentiality will result in specific consequences.

The Act prohibits the disclosure of:

- Contents of the complaint;
- Identity and address of complainant, respondent and witnesses; Information pertaining to conciliatory/inquiry proceedings or recommendations of the ICC/LCC;
- Action taken by the employer/DO.

Accountability: Any person entrusted with the duty to handle or deal with the complaint, inquiry or any recommendations or action taken under the provisions of this Act.

Consequences: As per the Service Rules or Rs.5,000/ to be collected by the employer.

Exception: Dissemination of information regarding the justice secured without disclosure of name, address, identity and particulars of complainant or witnesses.

Section 4 completes the details of the Complaints Committee process in addressing formal complaints. It serves as a guideline to action in providing appropriate redress. The manner in which a complaint is addressed will make all the difference to the equal rights of working women as well as the kind of workplace culture being promoted.

Monitoring

“Vishaka was a victory for all women”
Bhanwari Devi

This section refers to ways in which application of the Act at all workplaces is monitored. Monitoring is a way to ensure compliance of the Act on the ground. As an additional means of monitoring, the Act mandates the submission of Annual Reports with specific information as well as specific consequences where compliance is lacking.

The Act authorizes Appropriate Government to monitor the implementation of the Act. As per the Act, Appropriate Government means:

- i. In relation to a workplace which is established, owned, controlled or wholly or substantially financed by funds provided directly or indirectly-
 - a. By the Central Government or the Union Territory administration, the Central Government;
 - b. By the State Government, the State Government;
- ii. In relation to any workplace not covered under sub-clause (i) and falling within its territory, the State Government;

Thus to monitor the Act, the Appropriate Government has the authority to undertake any of the following measures:

5.1 Inspection

In relation to workplace sexual harassment, when it is in the public interest or in the interest of women employees, every employer/District Officer can be ordered by the Appropriate Government i.e. State and Central Government, to make available any information, record or document, including opening its workplace for inspection relating to the same.

5.2 Annual Report

The Appropriate Government is entrusted with the monitoring of the implementation of this Act and for maintaining the data on the number of cases filed and disposed of under it. In particular, the Act mandates submission of an Annual Report by the ICC/LCC to the employer/District Officer.

The District Officer will forward a brief report on the annual reports to the appropriate State Government. Such reports must include the following information:

- a. No. of complaints received;
- b. No. of complaints disposed of;
- c. No. of cases pending for more than 90 days;
- d. No. of workshops/awareness programmes carried out;
- e. Nature of action taken by the employer/DO;

The Report of ICC will be forwarded to the DO through the employer.

5.3 Penalties

An employer can be subjected to a penalty of up to INR 50,000 for:

- Failure to constitute Internal Complaints Committee
- Failure to act upon recommendations of the Complaints Committee; or
- Failure to file an annual report to the District Officer where required; or
- Contravening or attempting to contravene or abetting contravention of the Act or Rules.

Where an employer repeats a breach under the Act, they shall be subject to:

- Twice the punishment or higher punishment if prescribed under any other law for the same offence.
- Cancellation/Withdrawal/Non-renewal of registration/license required for carrying on business or activities.

Monitoring is a critical yardstick to measure success in terms of compliance with the Act. Additionally, it highlights those areas, in terms of law and practice, which may require improvement and/or additional information and guidance at both the State as well as the workplace levels.

Global Norms and Good Practices

Increasing awareness and compliance with international standards is a reminder that we must not lose sight of the goal. Over the years, the international community has developed benchmarks that provide guidance on what the laws around workplace sexual harassment should look like in practice. The key benchmarks are listed below:

1. Recognition that workplace sexual harassment is a form of human rights violation.ⁱ
2. Recognition that sexual harassment is a form of gender-specific violence.ⁱⁱ
3. Equality, dignity and worth of a human person must be emphasized.
4. Gender-based violence includes sexual harassment and impairs the enjoyment by women of several basic human rights and fundamental freedoms.ⁱⁱⁱ Some of these rights include:
 - The right to life, the right to liberty and security of the person.
 - The right to equal protection under the law.
 - The right to the highest standard attainable of physical and mental health.
 - The right to just and favourable conditions of work.^{iv}
5. Eliminating violence against women and advancing women's equality includes the right to be free from workplace sexual harassment.^v
6. Legislation on violence against women should define violence to include sexual harassment. Such legislation should also recognize sexual harassment as a form of discrimination and a violation of women's rights with health and safety consequences.^{vi}
7. The International Labour Organization (ILO) has also drawn specific attention to domestic workers, who have a right to “enjoy effective protection against all forms of abuse, harassment and violence.”^{vii}

In terms of practice, international law and policy frameworks have an important role to play in encouraging the adoption of an understanding of sexual harassment as a fundamental human right and equality issue, and not just a problem for labour/employment law to solve.

Converting these concepts into practice involves constant monitoring and adapting to changing circumstances. As a start, six simple steps to keep in mind and practice in any workplace should involve the following:

1. Make sure there is a policy that has been “effectively” communicated to all workers, irrespective of whether they are paid or volunteers.
2. Display details of both informal and formal ways available to a worker to address/complain about workplace sexual harassment.
3. Undertake orientation on workplace sexual harassment for all workers in respective organizations, establishments or institutions.
4. A Complaints Committee which is trained in terms of skill and capacity is critical for building trust.
5. Encourage senior persons/leaders/supervisors or any person who can influence employment-related decisions, to become role models.
6. Men and women should be included in building a culture which no longer tolerates workplace sexual harassment.

Legally, workplace sexual harassment can no longer be dismissed as some moral transgression. The Vishaka Guidelines raised that bar, when for the first time it recognized “each incident of sexual harassment” as a violation of the fundamental right to equality. That notion has found its way into the Act, which promotes the right of women as citizens to a workplace free of sexual harassment. Complaints Committees at all workplaces are now charged with the role to ensure that the right remains intact, through a fair, informed, user-friendly process of redress.

Prioritising prevention and establishing a redress mechanism, which comprises of 50 per cent women, a woman chair and an external third party expert, is India’s innovative model in responding to working women’s experience of sexual harassment. Assuming adequate changes follow, in both law and practice to meet global benchmarks, that model can evolve into an exemplary best practice. To get there, workplaces in India today, must rise to the requirement of promoting gender equality.

ⁱ General Recommendation 12 of 1989, Committee on the Elimination of All Forms of Discrimination against Women.

ⁱⁱ General Recommendation 19 of 1992, Convention on the Elimination of All Forms of Discrimination against Women (CEDAW).

ⁱⁱⁱ Ibid.

^{iv} Article 3, Declaration on the Elimination of Violence against Women, 1993.

^v The Beijing Platform of Action drawn at the United Nations’ Women’s Conference in Beijing in 1995.

^{vi} United Nations UN Division for the Advancement of Women *Handbook for Legislation on Violence Against Women* (UN Handbook).
<http://www.un.org/womenwatch/daw/vaw/handbook/Handbook%20for%20legislation%20on%20violence%20against%20women.pdf>

^{vii} Article 5, ILO Decent Work for Domestic Workers Convention, 2011 (No. 189).





Towards a new dawn

Government of India
Ministry of Women and Child Development

13856-Vishakha Guidelines- Verdict of Supreme Court

PETITIONER:
VISHAKA & ORS.

Vs.

RESPONDENT:
STATE OF RAJASTHAN & ORS.

DATE OF JUDGMENT: 13/08/1997

BENCH:
CJI, SUJATA V. MANOHAR, B. N. KIRPAL

ACT:

HEADNOTE:

JUDGMENT:

J U D G M E N T

Verma, CJI:

This Writ Petition has been filed for the enforcement of the fundamental rights of working women under Articles 14, 19 and 21 of the Constitution of India in view of the prevailing climate in which the violation of these rights is not uncommon. With the increasing awareness and emphasis on gender justice, there is increase in the effort to guard such violations; and the resentment towards incidents of sexual harassment is also increasing. The present petition has been brought as a class action by certain social activists and NGOs with the aim of focussing attention towards this societal aberration, and assisting in finding suitable methods for realisation of the true concept of 'gender equality'; and to prevent sexual harassment of working women in all work places through judicial process, to fill the vacuum in existing legislation.

The immediate cause for the filing of this writ petition is an incident of alleged brutal gang rape of social worker in a village of Rajasthan. That incident is the subject matter of a separate criminal action and no further mention of it, by us, is necessary. The incident reveals the hazards to which a working woman may be exposed and the depravity to which sexual harassment can degenerate; and the urgency for safeguards by an alternative mechanism in the absence of legislative measures. In the absence of legislative measures, the need is to find an effective alternative mechanism to fulfil this felt and urgent social need.

Each such incident results in violation of the fundamental rights of 'Gender Equality' and the 'Right of Life and Liberty'. It is clear violation of the rights under Articles 14, 15 and 21 of Constitution. One of the logical consequences of such an incident is also the violation of the victim's fundamental right under Article 19(1)(g) 'to practice any profession or to carry out any occupation, trade or business'. Such violations, therefore, attract the remedy under Article 32 for the enforcement of these fundamental rights of women. This class action under Article 32 of the Constitution is for this reason. A writ of

mandamus in such a siltation, if it is to be effective, needs to be accompanied by directions for prevention; as the violation of fundamental rights of this kind is a recurring phenomenon. The fundamental right to carry on any occupation, trade or profession depends on the availability of a "safe" working environment. Right to life means life with dignity. The primary responsibility for ensuring such safety and dignity through suitable legislation, and the creation of a mechanism for its enforcement, is of the legislature and the executive. When, however, instances of sexual harassment resulting in violation of fundamental rights of women workers under Articles 14, 19 and 21 are brought before us for redress under Article 32, an effective redressal requires that some guidelines should be laid down for the protection of these rights to fill the legislative vacuum.

The notice of the petition was given to the State of Rajasthan and the Union of India. The learned Solicitor General appeared for the Union of India and rendered valuable assistance in the true spirit of a Law Officer to help us find a proper solution to this social problem of considerable magnitude. In addition to Ms. Meenakshi Arora and Ms. Naina Kapur who assisted the Court with full commitment, Shri Fali S. Nariman appeared as Amicus Curiae and rendered great assistance. We place on record our great appreciation for every counsel who appeared in the case and rendered the needed assistance to the Court which has enabled us to deal with this unusual matter in the manner considered appropriate for a cause of this nature.

Apart from Article 32 of the Constitution of India, we may refer to some other provision which envisage judicial intervention for eradication of this social evil. Some provisions in the Constitution in addition to Articles 14, 19(1)(g) and 21, which have relevance are:

Article 15:

"15. Prohibition of discrimination on grounds of religion, race, caste, sex or place of birth.-

(1) The State shall not discriminate against any citizen on only of religion, race, caste, sex, place of birth or any of them.

(2) xxx xxxx
xxxx

(3) Nothing in this article shall prevent the State from making any special provision for women and children.

(4) xxxx xxxx
xxxx"

Article 42:

"42. Provision for just and humane conditions of work and maternity relief - The State shall make provision for securing just and humane conditions of work and for maternity relief."

Article 51A:

"51A. Fundamental duties. - It shall be the duty of every citizen of India, -

(a) to abide by the Constitution and respect its ideals and institutions, ...

xxxx xxxx

xxxx

(e) to promote harmony and the spirit of common brotherhood amongst all the people of India transcending religious, linguistic and regional or sectional diversities; to renounce practices derogatory to the dignity of women;

xxx

xxxx

xxxx"

Before we refer to the international conventions and norms having relevance in this field and the manner in which they assume significance in application and judicial interpretation, we may advert to some other provisions in the Constitution which permit such use. These provisions are:

Article 51 :

"51. Promotion of international peace and security - The State shall endeavour to -

xxxx

xxxx

xxxx

(c) foster respect for international law and treaty obligations in the dealings of organised people with one another; and

xxx

xxx

xxx"

Article 253 :

"253. Legislation for giving effect to international agreements - Notwithstanding anything in the foregoing provisions of this Chapter, Parliament has power to make any law for the whole or any part of the territory of India for implementing any treaty, agreement or convention with any other country or countries or any decision made at any international conference, association or other body."

Seventh Schedule :

"List I - Union List:

xxxx

xxxx

xxxx

14. Entering into treaties and agreements with foreign countries and implementing of treaties, agreements and conventions with foreign countries.

xxx

xxx

xxx"

In the absence of domestic law occupying the field, to formulate effective measures to check the evil of sexual harassment of working women at all work places, the contents of International Conventions and norms are significant for the purpose of interpretation of the guarantee of gender equality, right to work with human dignity in Articles 14, 15 19(1)(g) and 21 of the Constitution and the safeguards against sexual harassment implicit therein. Any International Convention not inconsistent with the fundamental rights and in harmony with its spirit must be read into these provisions to enlarge the meaning and content thereof, to promote the object of the constitutional guarantee. This is implicit from Article 51(c) and enabling power of the Parliament to enact laws for implementing the International Conventions and norms by virtue of Article 253 read with Entry 14 of the Union List in Seventh Schedule of the Constitution. Article 73 also is relevant. It provides

that the executive power of the Union shall extend to the matters with respect to which Parliament has power to make laws. The executive power of the Union is, therefore, available till the parliament enacts to expressly provide measures needed to curb the evil.

Thus, the power of this Court under Article 32 for enforcement of the fundamental rights and the executive power of the Union have to meet the challenge to protect the working women from sexual harassment and to make their fundamental rights meaningful. Governance of the society by the rule of law mandates this requirements as a logical concomitant of the constitutional scheme. The exercise performed by the Court in this matter is with this common perception shared with the learned Solicitor General and other members of the Bar who rendered valuable assistance in the performance of this difficult task in public interest.

The progress made at each hearing culminated in the formulation of guidelines to which the Union of India gave its consent through the learned Solicitor General, indicating that these should be the guidelines and norms declared by this Court to govern the behaviour of the employers and all others at the work places to curb this social evil.

Gender equality includes protection from sexual harassment and right to work with dignity, which is a universally recognised basic human right. The common minimum requirement of this right has received global acceptance. The International Conventions and norms are, therefore, of great significance in the formulation of the guidelines to achieve this purpose.

The obligation of this Court under Article 32 of the Constitution for the enforcement of these fundamental rights in the absence of legislation must be viewed along with the role of judiciary envisaged in the Beijing Statement of Principles of the Independence of the Judiciary in the LAWASIA region. These principles were accepted by the Chief Justices of the Asia and the Pacific at Beijing in 1995 as those representing the minimum standards necessary to be observed in order to maintain the independence and effective functioning of the judiciary. The objectives of the judiciary mentioned in the Beijing Statement are:

"Objectives of the Judiciary:

10. The objectives and functions of the Judiciary include the following:

(a) to ensure that all persons are able to live securely under the Rule of Law;

(b) to promote, within the proper limits of the judicial function, the observance and the attainment of human rights; and

(c) to administer the law impartially among persons and between persons and the State."

Some provisions in the 'Convention on the Elimination of All Forms of Discrimination against Women', of significance in the present context are:

Article 11:

"1. States Parties shall take all appropriate measures to eliminate discrimination against women in the field of employment in order to ensure, on basis of equality of men and women, the same rights, in

particular:

(a) The right to work as an inalienable right of all human beings;

xxxxx

xxxxxx

xxxxx

(f) The right to protection of health and to safety in working conditions, including the safeguarding of the function of reproduction.

xxx

xxxxxx

xxxxxx

Article 24 :

"States Parties undertake to adopt all necessary measures at the national level aimed at achieving the full realization of the rights recognised in the present Convention."

The general recommendations of CEDAW in this context in respect of Article 11 are :

"Violence and equality in employment:

22. Equality in employment can be seriously impaired when women are subjected to gender specific violence, such as sexual harassment in the work place.

23. Sexual harassment includes such unwelcome sexually determined behavior as physical contacts and advance, sexually coloured remarks, showing pornography and sexual demands, whether by words or actions. Such conduct can be humiliating and may constitute a health and safety problem; it is discriminatory when the woman has reasonable grounds to believe that her objection would disadvantage her in connection with her employment, including recruiting or promotion, or when it creates a hostile working environment. Effective complaints procedures and remedies, including compensation, should be provided.

24. States should include in their reports information about sexual harassment, and on measures to protect women from sexual harassment and other forms of violence of coercion in the work place."

The Government of India has ratified the above Resolution on June 25, 1993 with some reservations which are not material in the present context. At the Fourth World Conference on Women in Beijing, the Government of India has also made a official commitment, inter alia, to formulate and operationalize a national policy on women which will continuously guide and inform action at every level and in every sector; to set up a Commission for Women's Rights to act as a public defender of women's human rights; to institutionalise a national level mechanism to monitor the implementation of the Platform for Action. We have, therefore, no hesitation in placing reliance on the above

for the purpose of construing the nature and ambit of constitutional guarantee of gender equality in our Constitution.

The meaning and content of the fundamental rights guaranteed in the Constitution of India are of sufficient amplitude to compass all the facets of gender equality including prevention of sexual harassment or abuse. Independence of Judiciary forms a part of our constitutional scheme. The international conventions and norms are to be read into them in the absence of enacted domestic law occupying the fields when there is no inconsistency between them. It is now an accepted rule of judicial construction that regard must be had to international conventions and norms for construing domestic law when there is no inconsistency between them and there is a void in the domestic law. The High Court of Australia in *Minister for Immigration and Ethnic Affairs vs. Tech.* 128 ALR 535, has recognised the concept of legitimate expectation of its observance in the absence of contrary legislative provision, even in the absence of a Bill of Rights in the Constitution of Australia.

In *Nilabati Behera vs. State of Orissa* 1993(2) SCC 746, a provision in the ICCPR was referred to support the view taken that an enforceable right to compensation is not alien to the concept of enforcement of a guaranteed right', as a public law remedy under Article 32, distinct from the private law remedy in torts. There is no reason why these international conventions and norms cannot, therefore, be used for construing the fundamental rights expressly guaranteed in the Constitution of India which embody the basic concept of gender equality in all spheres of human activity.

In view of the above, and the absence of enacted law to provide for the effective enforcement of the basic human right of gender equality and guarantee against sexual harassment and abuse, more particularly against sexual harassment at work places, we lay down the guidelines and norms specified hereinafter for due observance at all work places or other institutions, until a legislation is enacted for the purpose. This is done in exercise of the power available under Article 32 of the Constitution for enforcement of the fundamental rights and it is further emphasised that this would be treated as the law declared by this Court under Article 141 of the Constitution.

The GUIDELINES and NORMS prescribed herein are as under:-

HAVING REGARD to the definition of 'human rights' in Section 2(d) of the Protection of Human Rights Act, 1993,

TAKING NOTE of the fact that the present civil and penal laws in India do not adequately provide for specific protection of women from sexual harassment in work places and that enactment of such legislation will take considerable time,

It is necessary and expedient for employers in work places as well as other responsible persons or institutions to observe certain guidelines to ensure the prevention of sexual harassment of women:

1. Duty of the Employer or other

responsible persons in work places and other institutions:

It shall be the duty of the employer or other responsible persons in work places or other institutions 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.

2. Definition:

For this purpose, sexual harassment includes such unwelcome sexually determined behaviour (whether directly or by implication) as:

- a) physical contact and advances;
- b) a demand or request for sexual favours;
- c) sexually coloured remarks;
- d) showing pornography;
- e) any other unwelcome physical verbal or non-verbal conduct of sexual nature.

Where any of these acts is committed in circumstances where under the victim of such conduct has a reasonable apprehension that in relation to the victim's employment or work whether she is drawing salary, or honorarium or voluntary, whether in government, public or private enterprise such conduct can be humiliating and may constitute a health and safety problem. It is discriminatory for instance when the woman has reasonable grounds to believe that her objection would disadvantage her in connection with her employment or work including recruiting or promotion or when it creates a hostile work environment. Adverse consequences might be visited if the victim does not consent to the conduct in question or raises any objection thereto.

3. Preventive Steps:

All employers or persons in charge of work place whether in the public or private sector should take appropriate steps to prevent sexual harassment. Without prejudice to the generality of this obligation they should take the following steps:

- (a) Express prohibition of sexual harassment as defined above at the work place should be notified, published and circulated in appropriate ways.
- (b) The Rules/Regulations of Government and Public Sector

bodies relating to conduct and discipline should include rules/regulations prohibiting sexual harassment and provide for appropriate penalties in such rules against the offender.

(c) As regards private employers steps should be taken to include the aforesaid prohibitions in the standing orders under the Industrial Employment (Standing Orders) Act, 1946.

(d) Appropriate work conditions should be provided in respect of work, leisure, health and hygiene to further ensure that there is no hostile environment towards women at work places and no employee woman should have reasonable grounds to believe that she is disadvantaged in connection with her employment.

4. Criminal Proceedings:

Where such conduct amounts to a specific offence under the Indian Penal Code or under any other law the employer shall initiate appropriate action in accordance with law by making a complaint with the appropriate authority.

In particular, it should ensure that victims, or witnesses are not victimized or discriminated against while dealing with complaints of sexual harassment. The victims of sexual harassment should have the option to seek transfer of the perpetrator or their own transfer.

5. Disciplinary Action:

Where such conduct amounts to mis-conduct in employment as defined by the relevant service rules, appropriate disciplinary action should be initiated by the employer in accordance with those rules.

6. Complaint Mechanism:

Whether or not such conduct constitutes an offence under law or a breach of the service rules, an appropriate complaint mechanism should be created in the employer's organization for redress of the complaint made by the victim. Such complaint mechanism should ensure time bound treatment of complaints.

7. Complaints Committee:

The complaint mechanism, referred to in (6) above, should be adequate to provide, where necessary, a Complaints Committee, a special counsellor or other support service, including the maintenance of confidentiality.

The Complaints Committee should be headed by a woman and not less than half of its member should be women. Further, to prevent the possibility of any under pressure or influence from senior levels, such Complaints Committee should involve a third party, either NGO or other body who is familiar with the issue of sexual harassment.

The Complaints Committee must make an annual report to the government department concerned of the complaints and action taken by them. The employers and person in charge will also report on the compliance with the aforesaid guidelines including on the reports of the Complaints Committee to the Government department.

8. Workers' Initiative:
Employees should be allowed to raise issues of sexual harassment at workers meeting and in other appropriate forum and it should be affirmatively discussed in Employer-Employee Meetings.
9. Awareness:
Awareness of the rights of female employees in this regard should be created in particular by prominently notifying the guidelines (and appropriate legislation when enacted on the subject) in suitable manner.
10. Where sexual harassment occurs as a result of an act or omission by any third party or outsider, the employer and person in charge will take all steps necessary and reasonable to assist the affected person in terms of support and preventive action.
11. The Central/State Governments are requested to consider adopting suitable measures including legislation to ensure that the guidelines

laid down by this order are also observed by the employers in Private Sector.

12. These guidelines will not prejudice any rights available under the Protection of Human Rights Act, 1993.

Accordingly, we direct that the above guidelines and norms would be strictly observed in all work places for the preservation and enforcement of the right to gender equality of the working women. These directions would be binding and enforceable in law until suitable legislation is enacted to occupy the field. These Writ Petitions are disposed of, accordingly.

JUDIS

Vishakha Guidelines against Sexual Harassment at Workplace

Laws and Procedures: Sexual Harassment in the Workplace

Vishaka Guidelines against Sexual Harassment in the Workplace

**Guidelines and norms laid down by the Hon'ble Supreme Court in
Vishaka and Others Vs. State of Rajasthan and Others (JT 1997 (7) SC 384)**

HAVING REGARD to the definition of 'human rights' in Section 2 (d) of the Protection of Human Rights Act, 1993,

TAKING NOTE of the fact that the present civil and penal laws in India do not adequately provide for specific protection of women from sexual harassment in work places and that enactment of such legislation will take considerable time,

It is necessary and expedient for employers in work places as well as other responsible persons or institutions to observe certain guidelines to ensure the prevention of sexual harassment of women.

1. Duty of the Employer or other responsible persons in work places and other institutions

It shall be the duty of the employer or other responsible persons in work places or other institutions 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.

2. Definition

For this purpose, sexual harassment includes such unwelcome sexually determined behaviour (whether directly or by implication) as:

- a) Physical contact and advances;
- b) A demand or request for sexual favours;
- c) Sexually coloured remarks;
- d) Showing pornography;
- e) Any other unwelcome physical, verbal or non-verbal conduct of sexual nature

Where any of these acts is committed in circumstances where-under the victim of such conduct has a reasonable apprehension that in relation to the victim's employment or work whether she is drawing salary, or honorarium or voluntary, whether in government, public or private enterprise such conduct can be humiliating and may constitute a health and safety problem. It is discriminatory for instance when the woman has reasonable grounds to believe that her objection would disadvantage her in connection with her employment or work including recruiting or promotion or when it creates a hostile work environment. Adverse consequences might be visited if the victim does not consent to the conduct in question or raises any objection thereto.

3. Preventive Steps

All employers or persons in charge of work place whether in public or private sector should take appropriate steps to prevent sexual harassment. Without prejudice to the generality of this obligation they should take the following steps:

- (a) Express prohibition of sexual harassment as defined above at the work place should be notified, published and circulated in appropriate ways.
- (b) The Rules/Regulations of Government and Public Sector bodies relating to conduct and discipline should include rules/regulations prohibiting sexual harassment and provide for appropriate penalties in such rules against the offender.
- (c) As regards private employers, steps should be taken to include the aforesaid prohibitions in the standing orders under the Industrial Employment (Standing Orders) Act, 1946.
- (d) Appropriate work conditions should be provided in respect of work, leisure, health and hygiene to further ensure that there is no hostile environment towards women at work places and no employee woman should have reasonable grounds to believe that she is disadvantaged in connection with her employment.

4. Criminal Proceedings

Where such conduct amounts to a specific offence under the Indian Penal Code or under any other law, the employer shall initiate appropriate action in accordance with law by making a complaint with the appropriate authority.

In particular, it should ensure that victims, or witnesses are not victimized or discriminated against while dealing with complaints of sexual harassment. The victims of sexual harassment should have the option to seek transfer of the perpetrator or their own transfer.

5. Disciplinary Action

Where such conduct amounts to misconduct in employment as defined by the relevant service rules, appropriate disciplinary action should be initiated by the employer in accordance with those rules.

6. Complaint Mechanism

Whether or not such conduct constitutes an offence under law or a breach of the service rules, an appropriate complaint mechanism should be created in the employer's organisation for redress of the complaint made by the victim. Such complaint mechanism should ensure time bound treatment of complaints.

7. Complaints Committee

The complaint mechanism, referred to in (6) above, should be adequate to provide, where necessary, a Complaints Committee, a special counsellor or other support service, including the maintenance of confidentiality.

The Complaints Committee should be headed by a woman and not less than half of its member should be women. Further, to prevent the possibility of any undue pressure or influence from senior levels, such Complaints Committee should involve a third party, either NGO or other body who is familiar with the issue of sexual harassment.

The Complaints Committee must make an annual report to the Government department concerned of the complaints and action taken by them.

The employers and person in charge will also report on the compliance with the aforesaid guidelines including on the reports of the Complaints Committee to the Government department.

8. Worker's Initiative

Employees should be allowed to raise issues of sexual harassment at a workers' meeting and in other appropriate forum and it should be affirmatively discussed in Employer-Employee Meetings.

9. Awareness

Awareness of the rights of female employees in this regard should be created in particular by prominently notifying the guidelines (and appropriate legislation when enacted on the subject) in a suitable manner.

10. Third Party Harassment

Where sexual harassment occurs as a result of an act or omission by any third party or outsider, the employer and person in charge will take all steps necessary and reasonable to assist the affected person in terms of support and preventive action.

11. The Central/State Governments are requested to consider adopting suitable measures including legislation to ensure that the guidelines laid down by this order are also observed by the employers in Private Sector.

12. These guidelines will not prejudice any rights available under the Protection of Human Rights Act, 1993.

Other legal provisions include filing a **criminal case** under sections of the Indian Penal Code (IPC), the Indecent Representation of Women (Prohibition) Act and/or filing a civil suit.

The sections of the **Indian Penal Code** that can be applicable to sexual harassment (which makes it a criminal case):

1. Section 294

'Whoever, to the annoyance of others, (a) does any obscene act in any public place, or (b) sings, recites and utters any obscene songs, ballads or words, in or near any public space, shall be punished with imprisonment of either description for a term that may extend to three months, or with fine, or with both.' This provision is included in Chapter XVI entitled 'Of Offences Affecting Public Health, Safety, Convenience and Morals' and is cognisable, bailable and triable by any magistrate.

2. Section 354

Whoever assaults or uses criminal force on any woman, intending to outrage her modesty or knowing it likely that he will thereby outrage her modesty, shall be punished with imprisonment for a term which may extend to two years, or with fine, or with both.

3. Section 509

(Word, gesture or act intended to insult the modesty of a woman) This is included in Chapter 22 entitled 'Of Criminal Intimidation, Insult and Annoyance', and is cognisable, bailable and triable by any magistrate. It holds: 'Whoever, intending to insult the modesty of

a woman, utters any word, makes any sound or gesture, or exhibits any object, intending that such word or sound shall be heard, or that such gesture is seen by such woman, or intrudes upon the privacy of such woman, shall be punished with simple imprisonment for a term which may extend to one year, or with fine, or with both.'

Under the **Indecent Representation of Women (Prohibition) Act (1987)** if an individual harasses another with books, photographs, paintings, films, pamphlets, packages, etc. containing the "indecent representation of women", they are liable for a minimum sentence of 2 years. Section 7 (Offenses by Companies) further holds companies where there has been "indecent representation of women" (such as the display of pornography) on the premises, guilty of offenses under this act, with a minimum sentence of 2 years.

Civil case

A civil suit can be filed for damages under tort laws. That is, the basis for filing the case would be mental anguish, physical harassment, loss of income and employment caused by the sexual harassment.

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No. 11013/2/2014 Estt (A.III)
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)

North Block, New Delhi,
Dated the 27th November 2014

OFFICE MEMORANDUM

Subject: Alignment of Service Rules with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013.

The undersigned is directed to say that the 'Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013' { SHWW (PPR) Act } has been promulgated on 22nd April 2013. Further to the Act, the 'Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Rules, 2013' were notified on 9.12.2013. The Act and the Rules framed thereunder provide a redressal mechanism for handling cases of sexual harassment at workplace. The Act and Rules are available at the website of the Ministry of Women and Child Development (wcd.nic.in) under Legislation/Acts.

2. The CCS (Conduct) Rules, 1964 and CCS (CCA) Rules, 1965 have been amended vide Notifications of even number published as G.S.R. 823(E) and G.S.R.822(E) in the Gazette of India – Extraordinary dated 19-11-2014. These are available on this Department's website www.persmin.gov.in

3. So far as Central Government employees are concerned, provisions already exist in the CCS (Conduct) Rules 1964 defining sexual harassment. Further, the proviso to Rule 14(2) of the CCS (CCA) Rules 1965 provides that the complaints committee established in each Ministry or Department or office enquiring into such complaints shall be deemed to be the inquiring authority appointed by the disciplinary authority and the committee shall hold the inquiry so far as practicable in accordance with the procedure laid down in those rules. Similar provisions exist in the relevant service rules of the Central Government servants not governed by CCS (Conduct) Rules / CCS (CCA) Rules.

Page 1 of 4

4. Sexual harassment as defined rule 3-C of CCS (Conduct) Rules, 1964 has been amended vide Notification of even number dated 19-11-2014 (copy enclosed). The amended rule is as follows:

"Rule 3C - Prohibition of sexual harassment of working women

(1) No Government servant shall indulge in any act of sexual harassment of any woman at any work place.

(2) Every Government servant who is incharge of a work place shall take appropriate steps to prevent sexual harassment to any woman at such work place.

Explanation- 1 For the purpose of this rule,

(a) "sexual harassment" includes any one or more of the following acts or behaviour, (whether directly or by implication), namely:--

- (i) physical contact and advances; or
- (ii) demand or request for sexual favours; or
- (iii) sexually coloured remarks; or
- (iv) showing any pornography; or
- (v) any other unwelcome physical, verbal, non-verbal conduct of a sexual nature.

(b) The following circumstances, among other circumstances, if it occurs or is present in relation to or connected with any act or behaviour of sexual harassment may amount to sexual harassment : -

- (i) implied or explicit promise of preferential treatment in employment; or
- (ii) implied or explicit threat of detrimental treatment in employment ; or
- (iii) implied or explicit threat about her present or future employment status; or
- (iv) interference with her work or creating an intimidating or offensive or hostile work environment for her; or
- (v) humiliating treatment likely to affect her health or safety.

(c) "workplace" includes, -

- (i) any department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit which is established, owned, controlled or wholly or substantially financed by funds provided directly or indirectly by the Central Government;

- (ii) hospitals or nursing homes;
- (iii) any sports institute, stadium, sports complex or competition or games venue, whether residential or not used for training, sports or other activities relating thereto;
- (iv) any place visited by the employee arising out of or during the course of employment including transportation provided by the employer for undertaking such journey;
- (v) a dwelling place or a house."

5. All Ministries/Departments are advised that the following procedure may be adopted while dealing with complaints of sexual harassment:-

- (i) Sexual harassment will include any one or more of the Acts or behaviour defined in Rule 3-C of the CCS (Conduct) Rules 1964 read with Sec 3(2) of SHWW (PPR) Act.
- (ii) The Committee constituted in each Ministry/ Department/ office under the CCS (Conduct) Rules, 1964 shall inquire into complaints of sexual harassment in accordance with the provisions of Section 4 of the SHWW (PPR) Act.
- (iii) The Committee will as far as practicable follow the procedures prescribed in CCS (CCA) Rules 1965 for conduct of the inquiry.
- (iv) If any complaint is received directly by the committee, the same shall be referred to the appropriate disciplinary authority and the Committee shall inquire into the complaint on the complaint being referred to it by the disciplinary authority.

6. In addition, the Committee will have the powers to recommend to the employer:-

- a) to transfer the aggrieved woman or the charged officer to any other workplace; or
- b) to grant leave to the aggrieved woman up to a period of three months.
(The leave granted to the aggrieved woman under this section shall be in addition to the leave she would be otherwise entitled to.)
- c) to grant such other relief to the aggrieved woman as may be prescribed; or
- d) to deduct from the salary or wages of the charged officer such sum as it may consider appropriate to be paid to the aggrieved woman or to her legal heirs. Any amount outstanding at the time of cessation of the services of the charged officer due to retirement, death or otherwise may be recovered from

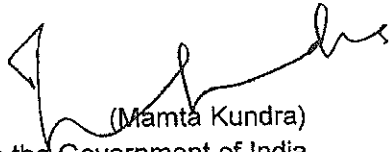
the terminal benefits payable to the officer or his heirs. Such compensation will not amount to penalty under Rule 11 of CCS (CCA) Rules in terms of the Explanation (ix) to Rule 11 inserted vide Notification of even Number dated 19-11-2014.

7. It may also be noted that the Committee may recommend action to be taken against the person who has made a complaint, if the Committee arrives at the conclusion that the allegation is malicious or the aggrieved woman or the person making the complaint has made the complaint knowing it to be false or has produced any forged or misleading document. The Committee may also recommend action against any witness if it comes to the conclusion that such witness has given false evidence or produced any forged or misleading document.

8. Attention is also invited to the following provisions of SHWW (PPR) Act:

- Sec 16 & 17 : Prohibition of publication or making known contents of complaint, inquiry proceedings and recommendations of the Committee.
- Sec 19 : Duties of employer. This may be read with provisions of Rule 3(C) (2) of CCS (Conduct) Rules.
- Sec 21, 22 of SHWW(PPR) Act and Rule 14 of the SHWW (PPR) Rules
Annual Reports

9. All the Ministries/Departments are requested to bring the contents of this OM to the notice of all officers and staff working under them. The Ministries/ Departments are also requested to advise the PSEs /Autonomous Bodies under their administrative control to align their service rules with the SHWW (PPR) Act/ Rules.


(Mamta Kundra)
Joint Secretary to the Government of India
Tel: 23094276

To

All Ministries/Departments (as per standard list)

भारत का राजपत्र The Gazette of India

असाधारण
EXTRAORDINARY
भाग II—खण्ड 3—उप-खण्ड (I)
PART II—Section 3—Sub-section (I)
प्राधिकार से प्रकाशित
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नई दिल्ली, बुधवार, नवम्बर 19, 2014/कार्तिक 28, 1936
NEW DELHI, WEDNESDAY, NOVEMBER 19, 2014/KARTIKA 28, 1936

कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय

(कार्मिक और प्रशिक्षण विभाग)

अधिसूचना

नई दिल्ली, 19 नवम्बर, 2014

सा.का.नि. 822(व):— संविधान के अनुच्छेद 309 के परंतुक एवं अनुच्छेद 148 के खंड (5) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए और भारतीय लेखा परीक्षा तथा लेखा विभाग में कार्यरत व्यक्तियों के संबंध में भारत के नियंत्रक एवं महालेखापरीक्षक के साथ परामर्श के पश्चात्, राष्ट्रपति, केन्द्रीय सिविल सेवा (वर्गीकरण, नियंत्रण एवं अपील) नियमावली, 1965 में और संशोधन करने के लिए एतद्वारा निम्नलिखित नियम बनाते हैं, नामतः :-

- (1) इन नियमों को केन्द्रीय सिविल सेवा (वर्गीकरण, नियंत्रण एवं अपील) तृतीय संशोधन नियमावली, 2014 कहा जाएगा।
(2) ये सरकारी राजपत्र में इनके प्रकाशन की तारीख से प्रवृत्त होंगे।
- केन्द्रीय सिविल सेवा (वर्गीकरण, नियंत्रण एवं अपील) नियमावली, 1965 के नियम 11 में, स्पष्टीकरण में मद सं. (viii) के पश्चात् निम्नलिखित मद को जोड़ा जाएगा, नामतः :-

“(ix) केन्द्रीय सिविल सेवा (आचरण) नियमावली, 1964 के नियम 3 ग में अभिप्रेत यून उत्पीड़न की शिकायतों की जांच हेतु तथा नियम 14 के उप नियम (2) के परंतुक में संदर्भित भारत सरकार के विभाग में बनाई गई शिकायत समिति की सिफारिशों पर दिया गया हर्जाना।”।

[सं. 11013/2/2014-स्था.(क)]

ममता कुंद्रा, संयुक्त सचिव

टिप्पणी: मूल नियम, भारत के राजपत्र में दिनांक 20 नवंबर, 1965 की अधिसूचना सं. 7/2/63 स्था.(क) के तहत प्रकाशित किए गए थे और निम्नलिखित अधिसूचना संख्याओं के तहत संशोधित किए गए थे:-

1.	का.आ.1149, दिनांक 13 अप्रैल, 1966;
2.	का.आ.1596, दिनांक 04 जून, 1966;
3.	का.आ.2007, दिनांक 09 जुलाई, 1966;
4.	का.आ.2648, दिनांक 02 सितम्बर, 1966;
5.	का.आ.2854, दिनांक 01 अक्टूबर, 1966;
6.	का.आ.1282, दिनांक 15 अप्रैल, 1967;
7.	का.आ.1457, दिनांक 29 अप्रैल, 1967;
8.	का.आ.3253, दिनांक 16 सितम्बर, 1967;
9.	का.आ.3530, दिनांक 07 अक्टूबर, 1967;
10.	का.आ.4151, दिनांक 25 नवम्बर, 1967;
11.	का.आ.321, दिनांक 09 मार्च, 1968;
12.	का.आ.1441, दिनांक 27 अप्रैल, 1968;
13.	का.आ.1870, दिनांक 01 जून, 1968;
14.	का.आ.3423, दिनांक 28 सितम्बर, 1968;
15.	का.आ.5008, दिनांक 27 दिसम्बर, 1969;
16.	का.आ.397, दिनांक 07 फरवरी, 1970;
17.	का.आ.3521, दिनांक 25 सितम्बर, 1971;
18.	का.आ.249, दिनांक 01 जनवरी, 1972;
19.	का.आ.990, दिनांक 22 अप्रैल, 1972;
20.	का.आ.1600, दिनांक 01 जुलाई, 1972;
21.	का.आ.2789, दिनांक 14 अक्टूबर, 1972;
22.	का.आ.929, दिनांक 31 मार्च, 1972;
23.	का.आ.1648, दिनांक 06 जुलाई, 1974;
24.	का.आ.2742, दिनांक 31 जुलाई, 1976;
25.	का.आ.4664, दिनांक 11 दिसम्बर, 1976;
26.	का.आ.3062, दिनांक 08 अक्टूबर, 1977;
27.	का.आ.3573, दिनांक 26 नवम्बर, 1977;
28.	का.आ.3574, दिनांक 26 नवम्बर, 1977;
29.	का.आ.3671, दिनांक 03 दिसम्बर, 1977;
30.	का.आ.2464, दिनांक 02 सितम्बर, 1978;
31.	का.आ.2465, दिनांक 02 सितम्बर, 1978;
32.	का.आ.920, दिनांक 17 फरवरी, 1979;
33.	का.आ.1769 दिनांक 05 जुलाई, 1980;
34.	का.आ.264, दिनांक 29 जनवरी, 1981;
35.	का.आ.2126, दिनांक 08 अगस्त, 1981;
36.	का.आ.2203, दिनांक 22 अगस्त, 1981;
37.	का.आ.2512, दिनांक 03 अक्टूबर, 1981;
38.	का.आ.168, दिनांक 23 जनवरी, 1982;
39.	का.आ.1535, दिनांक 12 मई, 1984;
40.	अ.सं.11012/15/84-स्था.(क), दिनांक 05 जुलाई, 1985
41.	अ.सं.11012/05/85-स्था.(क), दिनांक 29 जुलाई, 1985;

42.	अ.सं.11012/06/85-स्था.(क), दिनांक 06 अगस्त, 1985;
43.	का.आ.5637, दिनांक 21 दिसम्बर, 1985;
44.	का.आ.5743, दिनांक 28 दिसम्बर, 1985;
45.	का.आ.4089, दिनांक 13 दिसम्बर, 1986;
46.	अ.सं.11012/24/85-स्था.(क), दिनांक 26 नवम्बर, 1986;
47.	का.आ.830, दिनांक 28 मार्च, 1987;
48.	का.आ.831, दिनांक 28 मार्च, 1987;
49.	का.आ.1591, दिनांक 27 जून, 1987;
50.	का.आ.1825, दिनांक 18 जुलाई, 1987;
51.	का.आ.3060, दिनांक 15 अक्टूबर, 1988;
52.	का.आ. 3061, दिनांक 16 अक्टूबर, 1988;
53.	का.आ.2207, दिनांक 16 सितम्बर, 1989;
54.	का.आ.1084, दिनांक 28 अप्रैल, 1990;
55.	का.आ. 2208, दिनांक 25 अगस्त, 1990;
56.	का.आ.1481, दिनांक 13 जून, 1992;
57.	सा.का.नि. 289, दिनांक 20 जून, 1992;
58.	सा.का.नि.589, दिनांक 26 दिसम्बर, 1992;
59.	सा.का.नि.499, दिनांक 08 अक्टूबर, 1994;
60.	सा.का.नि.276, दिनांक 10 जून, 1995;
61.	सा.का.नि.17, दिनांक 20 फरवरी, 1996;
62.	सा.का.नि. 125, दिनांक 16 मार्च, 1996;
63.	सा.का.नि. 417, दिनांक 05 अक्टूबर, 1996;
64.	सा.का.नि. 337, दिनांक 02 सितम्बर, 2000;
65.	सा.का.नि. 420, दिनांक 28 अक्टूबर, 2000;
66.	सा.का.नि. 211, दिनांक 14 अप्रैल, 2001;
67.	सा.का.नि. 60, दिनांक 13 फरवरी, 2002;
68.	सा.का.नि. 2, दिनांक 03 जनवरी, 2004;
69.	सा.का.नि. 113, दिनांक 10 अप्रैल, 2004;
70.	सा.का.नि. 225, दिनांक 10 जुलाई, 2004;
71.	सा.का.नि. 287, दिनांक 28 अगस्त, 2004;
72.	सा.का.नि. 1, दिनांक 20 दिसम्बर, 2004;
73.	सा.का.नि. 49, दिनांक 29 मार्च, 2008;
74.	सा.का.नि. 12, दिनांक 07 फरवरी, 2009;
75.	का.आ. 946, दिनांक 09 अप्रैल, 2009;
76.	का.आ.1762 (ई), दिनांक 16 जुलाई, 2009;
77.	सा.का.नि. 55 (ई), दिनांक 02 फरवरी, 2010;
78.	का.आ. 2079(ई), दिनांक 01 जनवरी, 2014 और
79.	सा.का.नि. 769(ई), दिनांक 31 अक्टूबर, 2014

MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES AND PENSIONS

(Department of Personnel and Training)

NOTIFICATION

New Delhi, the 19th November, 2014

G.S.R.822 (E).— In exercise of the powers conferred by the proviso to article 309 and clause (5) of article 148 of the Constitution and after consultation with the Comptroller and Auditor General of India in relation to persons serving in the Indian Audit and Accounts Department, the President hereby makes the following rules further to amend the Central Civil Services (Classification, Control and Appeal) Rules, 1965, namely:—

1. (1) These rules may be called the Central Civil Services (Classification, Control and Appeal) Third Amendment Rules, 2014.
(2) They shall come into force on the day of their publication in the Official Gazette.
2. In the Central Civil Services (Classification, Control and Appeal) Rules, 1965, in rule 11, in the Explanation, after item (viii), the following item shall be inserted namely :—
“(ix) any compensation awarded on the recommendation of the Complaints Committee referred to in the proviso to sub-rule (2) of rule 14 and established in the Department of the Government of India for inquiring into any complaint of sexual harassment within the meaning of rule 3 C of the Central Civil Services (Conduct) Rules, 1964.”

[No.11013/2/2014-Estt. (A)]

MAMTA KUNDRA, Jt. Secy.

Note: The principal rules were published in the Gazette of India vide notification number 7/2/63. Estt.(A), dated the 20th November, 1965 and subsequently amended vide notification numbers :—

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| 1. S.O. 1149, dated the 13th April, 1966; | 29. S.O. 3671, dated the 3rd December, 1977; |
| 2. S.O. 1596, dated the 4th June, 1966; | 30. S.O. 3464, dated the 2nd September, 1978; |
| 3. S.O. 2007, dated the 9th July, 1966; | 31. S.O. 2465, dated the 2nd September, 1978; |
| 4. S.O. 2648, dated the 2nd September, 1966; | 32. S.O. 920, dated the 17th February, 1979; |
| 5. S.O. 2854, dated the 1st October, 1966; | 33. S.O. 1769, dated the 5th July, 1980; |
| 6. S.O. 1282, dated the 15th April, 1967; | 34. S.O. 264, dated the 24th January, 1981; |
| 7. S.O. 1457, dated the 29th April, 1967; | 35. S.O. 2126, dated the 8th August, 1981; |
| 8. S.O. 3253, dated the 16th September, 1967; | 36. S.O. 2203, dated the 22nd August, 1981; |
| 9. S.O. 3530, dated the 7th October, 1967; | 37. S.O. 2512, dated the 3rd October, 1981; |
| 10. S.O. 4151, dated the 25th November, 1967; | 38. S.O. 168, dated the 23rd January, 1982; |
| 11. S.O. 321, dated the 9th March, 1968; | 39. S.O. 1535, dated the 12th May, 1984; |
| 12. S.O. 1441, dated the 27th April, 1968; | 40. Notification No.11012/15/84-Estt.(A), dated the 5th July, 1985; |
| 13. S.O. 1870, dated the 1st June, 1968; | 41. Notification No.11012/05/85-Estt.(A), dated the 29th July, 1985; |
| 14. S.O. 3423, dated the 28th September, 1968; | 42. Notification No.11012/06/85-Estt.(A), dated the 6th August, 1985; |
| 15. S.O. 5008, dated the 27th December, 1969; | 43. S.O. 5637, dated the 21st December, 1985; |
| 16. S.O. 397, dated the 7th February, 1970; | 44. S.O. 5743, dated the 28th December, 1985; |
| 17. S.O. 3521, dated the 25th September, 1971; | 45. S.O. 4089, dated the 13th December, 1986; |
| 18. S.O. 249, dated the 1st January, 1972; | 46. Notification No.11012/24/85-Estt.(A), dated the 26th November, 1986; |
| 19. S.O. 990, dated the 22nd April, 1972; | 47. S.O. 830, dated the 28th March, 1987; |
| 20. S.O. 1600, dated the 1st July, 1972; | 48. S.O. 831, dated the 28th March, 1987; |
| 21. S.O. 2789, dated the 14th October, 1972; | 49. S.O. 1591, dated the 27th June, 1987; |
| 22. S.O. 929, dated the 31st March, 1973; | 50. S.O. 1825, dated the 18th July, 1987; |
| 23. S.O. 1648, dated the 6th July, 1974; | 51. S.O. 3060, dated the 15th October, 1988; |
| 24. S.O. 2742, dated the 31st July, 1976; | 52. S.O. 3061, dated the 16th October, 1988; |
| 25. S.O. 4664, dated the 11th December, 1976; | 53. S.O. 2207, dated the 16th September, 1989; |
| 26. S.O. 3062, dated the 8th October, 1977; | 54. S.O. 1084, dated the 28th April, 1990; |
| 27. S.O. 3573, dated the 26th November, 1977; | |
| 28. S.O. 3574, dated the 26th November, 1977; | |

55. S.O. 2208, dated the 25th August, 1990;
56. S.O. 1481, dated the 13th June, 1992;
57. G.S.R. 289, dated the 20th June, 1992;
58. G.S.R. 589, dated the 26th December, 1992;
59. G.S.R. 499, dated the 8th October, 1994;
60. G.S.R. 276, dated the 10th June, 1995;
61. G.S.R. 17, dated the 20th February, 1996;
62. G.S.R. 125, dated the 16th March, 1996;
63. G.S.R. 417, dated the 5th October, 1996;
64. G.S.R. 337, dated the 2nd September, 2000;
65. G.S.R. 420, dated the 28th October, 2000;
66. G.S.R. 211, dated the 14th April, 2001;
67. G.S.R. 60, dated the 13th February, 2002;

68. G.S.R. 2, dated the 3rd January, 2004;
69. G.S.R. 113, dated the 10th April, 2004;
70. G.S.R. 225, dated the 10th July, 2004;
71. G.S.R. 287, dated the 28th August, 2004;
72. G.S.R. 1, dated the 20th December, 2004;
73. G.S.R. 49, dated the 29th March, 2008;
74. G.S.R. 12, dated the 7th February, 2009;
75. S.O. 946, dated the 9th April, 2009;
76. S.O. 1762(E), dated the 16th July, 2009;
77. G.S.R. 55(E), dated the 2nd February, 2010;
78. S.O. 2079(E), dated the 1st January, 2014 and
79. G.S.R. 769(E), dated the 31st October, 2014.

अधिसूचना

नई दिल्ली, 19 मचम्बर, 2014

सा.सा.नि. 823(अ).- संविधान के अनुच्छेद 309 के परंतुक एवं अनुच्छेद 148 के खंड (5) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए तथा भारतीय लेखा परीक्षा और लेखा विभाग में कार्यरत व्यक्तियों के संबंध में भारत के नियंत्रक एवं महालेखापरीक्षक के साथ परामर्श के पश्चात्, राष्ट्रपति, केन्द्रीय सिविल सेवा (आचरण) नियमावली, 1964 में और संशोधन करने के लिए एतद्वारा निम्नलिखित नियम बनाते हैं, नामतः:-

1. (1) इन नियमों को केन्द्रीय सिविल सेवा (आचरण) द्वितीय संशोधन नियमावली, 2014 कहा जाएगा।
(2) ये सरकारी राजपत्र में इनके प्रकाशन की तारीख से प्रवृत्त होंगे।
2. केन्द्रीय सिविल सेवा (आचरण) नियमावली, 1964 में नियम 3-ग के लिए निम्नलिखित प्रतिस्थापित किया जाएगा, नामतः:-

'3-ग - कामकाजी महिलाओं के लैंगिक उत्पीड़न पर प्रतिबंध.- (1) कोई भी सरकारी सेवक किसी भी कार्यस्थल पर किसी भी महिला के लैंगिक उत्पीड़न संबंधी किसी कार्य में लिप्त नहीं होगा।

(2) प्रत्येक सरकारी सेवक, जो कार्यस्थल का प्रभारी है, अपने कार्यस्थल पर किसी भी महिला का लैंगिक उत्पीड़न रोकने के लिए समुचित कदम उठाएगा।

स्पष्टीकरण - (1) इस नियम के प्रयोजनार्थ:-

(क) "लैंगिक उत्पीड़न" के अंतर्गत निम्नलिखित में से कोई एक या अधिक निंदनीय कार्य या व्यवहार (चाहे प्रत्यक्ष रूप से या तात्पर्यित) सम्मिलित हैं; अर्थात् :-

- (i) शारीरिक संपर्क और फायदा उठाना; या
- (ii) लैंगिक पक्षपात की मांग या अनुरोध करना; या
- (iii) लैंगिक अर्थ वाली टिप्पणियां करना; या
- (iv) अश्लील साहित्य दिखाना; या
- (v) लैंगिक प्रकृति का कोई अन्य निंदनीय शारीरिक, शाब्दिक या गैर-शाब्दिक आचरण करना।

(ख) अन्य परिस्थितियों के साथ ही निम्नलिखित परिस्थितियों को, यदि लैंगिक उत्पीड़न के किसी कार्य या आचरण के संबंध में उत्पन्न होती हैं या विद्यमान हैं या उससे संबंधित हैं, लैंगिक उत्पीड़न माना जा सकेगा:-

- (i) उसके नियोजन में अधिमानी व्यवहार का अंतर्निहित या स्पष्ट वचन देना; या
- (ii) उसके नियोजन में अहितकर व्यवहार का अंतर्निहित या स्पष्ट धमकी देना; या
- (iii) उसकी वर्तमान या भावी नियोजन के प्राप्ति के बारे में अंतर्निहित या स्पष्ट धमकी देना; या
- (iv) उसके कार्य में हस्तक्षेप करना या उसके लिए अभिवासरमय या आपराधिक या शत्रुतापूर्ण कार्य बातावरण सृजित करना; या
- (v) उसके स्वास्थ्य या सुरक्षा को प्रभावित कर सकने वाला अपमानजनक आचरण करना।

(ग) "कार्यस्थल" में निम्नलिखित शामिल हैं-

- (i) ऐसा कोई विभाग, संगठन, उपक्रम, स्थापन, उद्यम, संस्था, कार्यालय, शाखा या यूनिट जो केन्द्रीय सरकार द्वारा स्थापित, उसके स्वामित्वाधीन, नियंत्रणाधीन या पूर्णतः या भागतः उसके द्वारा प्रत्यक्ष रूप से या अप्रत्यक्ष रूप से उपलब्ध कराई गई निधियों द्वारा वित्तपोषित की जाती है;
- (ii) अस्पताल या परिचर्या गृह;
- (iii) प्रशिक्षण, खेलकूद या उससे संबंधित अन्य क्रियाकलापों के लिए प्रयुक्त, कोई खेलकूद संस्थान, स्टेडियम, खेलकूद कम्प्लेक्स या प्रतिस्पर्धा या क्रीड़ा का स्थान, चाहे आवासीय हो या नहीं;
- (iv) नियोजन से प्रोदभूत या उसके प्रक्रम के दौरान कर्मचारी द्वारा धमण किया गया कोई स्थान, जिसके अंतर्गत ऐसी यात्रा के लिए नियोजक द्वारा उपलब्ध कराया गया परिवहन भी है;
- (v) कोई निवास-गृह या कोई गृह।"

[सं. 11013/2/2014-स्था.(क)]

ममता कुंद्रा, संयुक्त सचिव

टिप्पणी- मूल नियम, भारत के राजपत्र के भाग II, खंड 3, उप-खंड (i) में दिनांक 12 दिसंबर, 1964 की का.आ. सं. 4177 के तहत प्रकाशित किए गए थे और बाद में निम्नलिखित के तहत संशोधित किए गए थे:-

क्र.सं.	अधिसूचना सं.	दिनांक	भारत के राजपत्र के भाग II, खंड 3, उप-खंड (i) में प्रकाशित का.आ. सं.	
1.	25/23/68-स्था(क)	3 फरवरी, 1970	482	14 फरवरी, 1970
2.	25/11/72-स्था(क)	24 अक्टूबर, 1972	3643	4 नवंबर, 1972
3.	25/57/64-स्था(क)	5 जनवरी, 1973	83	13 जनवरी, 1973
4.	11013/12/75-स्था(क)	13 फरवरी, 1976	846	28 फरवरी, 1976
5.	25/19/74-स्था(क)	30 जून, 1976	2563	17 जुलाई, 1976
6.	11013/19/75-स्था(क)	6 जुलाई, 1976	5691	24 जुलाई, 1976
7.	11013/06/75-स्था(क)	24 नवंबर, 1976	4663	11 दिसंबर, 1976
8.	11013/4/76-स्था(क)	24 अगस्त, 1977	2859	17 सितंबर, 1977
9.	11013/03/78-स्था(क)	22 सितंबर, 1978	2859	30 सितंबर, 1978
10.	11013/12/78-स्था(क)	20 दिसंबर, 1978	3	6 जनवरी, 1980
11.	11013/3/80-स्था(क)	24 अप्रैल, 1980	1270	10 जून, 1980
12.	11013/21/84-स्था(क)	3 अक्टूबर, 1985	4812	19 अक्टूबर, 1985
13.	11013/6/85-स्था(क)	21 फरवरी, 1986	935	8 मार्च, 1986
14.	11013/11/85-स्था(क)	7 मार्च, 1986	1124	22 मार्च, 1986
15.	11013/5/86-स्था(क)	4 सितंबर, 1986	3159	20 सितंबर, 1986
16.	11013/16/85-स्था(क)	10 सितंबर, 1986	3280	27 सितंबर, 1986
17.	11013/1/87-स्था(क)	27 जुलाई, 1987	1965	8 अगस्त, 1987
18.	11013/19/87-स्था(क)	19 अप्रैल, 1988	1454	14 जून, 1988
19.	11013/18/87-स्था(क)	18 सितंबर, 1990	2582	6 अक्टूबर, 1990
20.	11013/20/91-स्था(क)	9 दिसंबर, 1992	3231	6 दिसंबर, 1992
21.	11013/4/93-स्था(क)	12 जुलाई, 1995	सा.का.नि. 355	29 जुलाई, 1995
22.	11013/4/93-स्था(क)	16 अगस्त, 1996	सा.का.नि. 637	31 अगस्त, 1996
23.	11013/10/97-स्था(क)	13 फरवरी, 1998	सा.का.नि. 49	7 मार्च, 1998
24.	11013/5/97-स्था(क)	14 अक्टूबर, 1999	सा.का.नि. 342	23 अक्टूबर, 1999
25.	11013/6/2001-स्था(क)	15 दिसंबर, 2003	सा.का.नि. 458	27 दिसंबर, 2003
26.	11013/7/2005-स्था(क)	18 अक्टूबर, 2005	सा.का.नि. 376	18 अक्टूबर, 2005

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27.	11013/12/2008-स्वा(क)	27 जनवरी, 2009	सा.का.नि. 8	27 जनवरी, 2009
28.	11013/8/2009-स्वा(क)	9 मई, 2011	सा.का.नि. 370(अ)	9 मई, 2011
29.	11013/3/2013-स्वा(क)	4 मार्च, 2014	सा.का.नि. 149(अ)	4 मार्च, 2014

NOTIFICATION

New Delhi, the 19th November, 2014

G.S.R.823 (E).— In exercise of the powers conferred by the proviso to article 309 and clause (5) of article 148 of the Constitution and after consultation with the Comptroller and Auditor General of India in relation to persons serving in the Indian Audit and Accounts Department, the President hereby makes the following rules further to amend the Central Civil Services (Conduct) Rules, 1964, namely:-

1. (1) These rules may be called the Central Civil Services (Conduct) Second Amendment Rules, 2014.
(2) They shall come into force on the day of their publication in the Official Gazette.
2. In the Central Civil Services (Conduct), Rules, 1964, for rule 3C, the following rule shall be substituted, namely :-

'3C. Prohibition of sexual harassment of working women. - (1) No Government servant shall indulge in any act of sexual harassment of any woman at any work place.

(2) Every Government servant who is incharge of a work place shall take appropriate steps to prevent sexual harassment to any woman at the work place.

Explanation. - (I) For the purpose of this rule, -

- (a) "sexual harassment" includes any one or more of the following acts or behaviour (whether directly or by implication) namely :-

- (i) physical contact and advances; or
- (ii) a demand or request for sexual favours; or
- (iii) making sexually coloured remarks; or
- (iv) showing pornography; or
- (vi) any other unwelcome physical, verbal, non-verbal conduct of a sexual nature.

- (b) the following circumstances, among other circumstances, if it occurs or is present in relation to or connected with any act or behaviour of sexual harassment may amount to sexual harassment :-

- (i) implied or explicit promise of preferential treatment in employment; or
- (ii) implied or explicit threat of detrimental treatment in employment; or
- (iii) implied or explicit threat about her present or future employment status; or
- (iv) interference with her work or creating an intimidating or offensive or hostile work environment for her; or
- (v) humiliating treatment likely to affect her health or safety.

- (c) "workplace" includes,-

- (i) any department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit which is established, owned, controlled or wholly or substantially financed by funds provided directly or indirectly by the Central Government;
- (ii) hospitals or nursing homes;
- (iii) any sports institute, stadium, sports complex or competition or games venue, whether residential or not used for training, sports or other activities relating thereto;
- (iv) any place visited by the employee arising out of or during the course of employment including transportation provided by the employer for undertaking such journey;
- (v) a dwelling place or a house.

[No.11013/2/2014-Estt. (A)]

MAMTA KUNDRA, Jt. Secy.

Note:- The Principal rules were published in the Gazette of India, Part II, Section 3, Sub-section (i), vide S.O. No. 4177 dated the 12th December, 1964 and subsequently amended by -

S. No.	Notification No.	Date	Published in the Gazette of India Part II Section 3, Sub-Section (i), S.O. No.	
1.	25/23/68-Estt.(A)	3rd February, 1970	482	The 14th February, 1970
2.	25/11/72-Estt.(A)	24th October, 1972	3643	The 4th November, 1972
3.	25/57/64-Estt.(A)	5th January, 1973	83	The 13th January, 1973
4.	11013/12/75-Estt.(A)	13th February, 1976	846	The 28th February, 1976
5.	25/19/74-Estt.(A)	30th June, 1976	2563	The 17th July, 1976
6.	11013/19/75-Estt.(A)	6th July, 1976	5691	The 24th July, 1976
7.	11013/06/75-Estt.(A)	24th November, 1976	4663	The 11th December, 1976
8.	11013/4/76-Estt.(A)	24th August, 1977	2859	The 17th September, 1977
9.	11013/03/78-Estt.(A)	22nd September, 1978	2859	The 30th September, 1978
10.	11013/12/78-Estt.(A)	20th December, 1978	3	The 6th January, 1980
11.	11013/3/80-Estt.(A)	24th April, 1980	1270	The 10th June, 1980
12.	11013/21/84-Estt.(A)	3rd October, 1985	4812	The 19th October, 1985
13.	11013/6/85-Estt.(A)	21st February, 1986	935	The 8th March, 1986
14.	11013/11/85-Estt.(A)	7th March, 1986	1124	The 22nd March, 1986
15.	11013/5/86-Estt.(A)	4th September, 1986	3159	The 20th September, 1986
16.	11013/16/85-Estt.(A)	10th September, 1986	3280	The 27th September, 1986
17.	11013/1/87-Estt.(A)	27th July, 1987	1965	The 8th August, 1987
18.	11013/19/87-Estt.(A)	19th April, 1988	1454	The 14th June, 1988
19.	11013/18/87-Estt.(A)	18th September, 1990	2582	The 6th October, 1990
20.	11013/20/91-Estt.(A)	9th December, 1992	3231	The 26th December, 1992
21.	11013/4/93-Estt.(A)	12th July, 1995	GSR 355	The 29th July, 1995
22.	11013/4/93-Estt.(A)	16th August, 1996	GSR 637	The 31st August, 1996
23.	11013/10/97-Estt.(A)	13th February, 1998	GSR 49	The 7th March, 1998
24.	11013/5/97-Estt.(A)	14th October, 1999	GSR 342	The 23rd October, 1999
25.	11013/6/2001-Estt.(A)	15th December, 2003	GSR 458	The 27th December, 2003
26.	11013/7/2005-Estt.(A)	18th October, 2005	GSR 376	The 18th October, 2005
27.	11013/12/2008-Estt.(A)	27th January, 2009	GSR 8	The 27th January, 2009
28.	11013/8/2009-Estt.(A)	9th May, 2011	GSR 370(E)	The 9th May, 2011
29.	11013/3/2013-Estt.(A)	4th March, 2014	GSR 149(E)	The 4th March, 2014



DINABANDHU ANDREWS COLLEGE

(Government Sponsored)

Estd. 1956

Ref. No.

Date

**Screenshot of the College Website
showing the Grievances tab.
(For the teachers)**



Dinabandhu Andrews College

Estd : August 1956. Affiliated to University of Calcutta

[Add on/VAC/
Certificate Course](#)
[Mission
& Vision](#)
[ISO
Certified](#)
[Grievance
Redressal](#)
[Employee
Login](#)
[Alumni
Registration](#)
[Contact
Us](#)

Employee ERP

1.	Employee Login	CLICK HERE
2.	Academic Calender	CLICK HERE
3.	Leave Application	CLICK HERE
4.	Feedback	CLICK HERE
5.	Learning Management System	CLICK HERE
6.	Grievance & Support	CLICK HERE
7.	Library Books	CLICK HERE
8.	Faculty Notice	CLICK HERE



Dinabandhu Andrews College

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54, Raja S C Mallick Road Baishnabghata, 24 Parganas (South),
Kolkata, West Bengal 700084



General Notice

NEW 04/05/2024 N-13_Help Desk Number for the students

Staff Login

[Log In](#)

[Email PIN & PASSWORD](#)
[New Registration Request](#)
[Forgot Login](#)



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54, Raja S C Mallick Road Baishnabghata, 24 Parganas (South),
Kolkata, West Bengal 700084



Welcome : Dr.Mithun Maji

ADMIN	FEES	STUDENT	FINANCE
HR	LIBRARY	STORE	CONTROLLER
LMS	FACULTY	LPP	EMPLOYEE
FEEDBACK	DOCUMENT CENTER	MEETING CENTER	IQAC
WEBSITE	NOTIFICATION		
		PASSWORD UPDATE	LOGOUT

User Name: Dr.Joy Sarkar
Module: EMPLOYEE
DASHBOARD



Employee Panel

- [View Profile](#)
- [Activity Diary](#)
- [Upload Document](#)
- [Contact Grievance / Support Cell](#)
- [Grievance / Support Cell](#)
- [Create Subject Topic](#)
- [Leave & Attendance](#) ▼
- [Store](#) ▼
- [Finance](#) ▼
- [Library](#) ▼
- [Feedback](#)
- [Appraisal Form](#)
- [Notice List](#)
- [IN/Out Bound Document Entry](#)
- [Alumni Approval](#)
- [IQAC](#) ▼

WELCOME TO EMPLOYEE MANAGEMENT

Notice Board

User Name: Dr.Joy Sarkar
Module: EMPLOYEE
DASHBOARD

Employee Panel

- View Profile
- Activity Diary
- Upload Document
- Contact Grievance / Support Cell
- Grievance / Support Cell
- Create Subject Topic
- Leave & Attendance
- Store
- Finance
- Library
- Feedback
- Appraisal Form
- Notice List
- IN/Out Bound Document Entry
- Alumni Approval
- IQAC

Grievance/ Support

Case No

(For Re-Open Case Only)

Description

Upload Document

Path: Words: 0

No file chosen

Call-Log Type	Case No	Description	Log DateTime	Status	Document Link
No Records Found					



DINABANDHU ANDREWS COLLEGE

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Estd. 1956

Ref. No.

Date

**Screenshot of the College Website
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Add on/VAC/
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Mission
& Vision

ISO
Certified

Grievance
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Us

Student ERP

1.	Student Login	CLICK HERE
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3.	Feedback	CLICK HERE
4.	Learning Management System	CLICK HERE
5.	Grievance & Support	CLICK HERE
6.	Library Books	CLICK HERE
7.	Student Notice	CLICK HERE
8.	Online Payment Link	CLICK HERE



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Kolkata, West Bengal 700084



Student Portal

Notice



28/06/2024 N-42_Check list and CU Form Fill Up>Sem-IV and Part-I & Part-II

16/03/2024 N-243_CU Form Fill Up_Ext. of date

Login

Enter Student ID

☐ Remember me

Enter Password

[Forgot Password?](#)

HELPDESK NO : 7003019646 (FROM 10AM TO 7PM
ON WORKING DAYS)

[Sign In](#)

Enter your Student ID and Password & Login

If you do not remember your password click on
"Forgot Password" option

[Click to Find your Student ID](#)

FIND DETAILS

Select Course

All Courses

Enter Name

[SHOW](#)

[Online Payment Schedule](#)

[New Student Registration Request](#)

- [Fees Payment](#)
- [Learning HUB](#)
- [Attendance](#)
- [Feedback](#)
- [Support](#)
- [Exam](#)
- [Notice](#)
- [Library](#)



PAY ONLINE



ASSIGNMENT PRACTICE
(MCQ)



VIEW NOTICE



VIEW PROFILE



ADMIT DOWNLOAD



DOCUMENT UPLOAD



TUTORIAL



ASSIGNMENT (MCQ)



PAY ONLINE



EXAM MARKS



SUPPORT



EXAM CENTER



QUESTION BANK



ASSIGNMENT (BROAD
EXAM)



PAYMENT HISTORY



ATTENDANCE INFO



FEEDBACK

Grievance/ Support



Case No

(For Re-Open Case Only)

Description

Upload Document

Choose File

No file chosen

Submit

Call-Log Type	Case No	Description	Log DateTime	Status	Document Link
No Records Found					

**Geo-tagged Photographs
of
Zero Tolerance & Ragging Free Campus Posters**



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DINABANDHU ANDREWS COLLEGE
(Estd. 1956)
www.dacollege.org

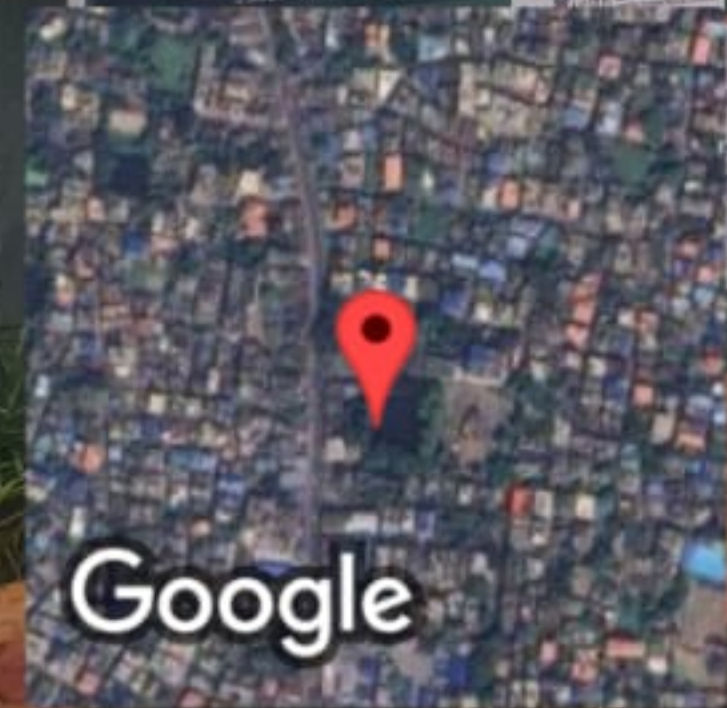
Dinabandhu Andrews College
Affiliated to University of Calcutta
Estd. 1956

MY FUTURE IS A BIG ?
Foolishly I ragged & got suspended
Will I get prosecuted?
What about my Job prospects?
SAY NO TO RAGGING
Remember RAGGING is for LOSERS

SAY NO TO RAGGING
YES TO JOYFUL CAMPUS
What is Ragging?
It is a heinous crime which is against the dignity of a student and the honor of the institution. It is a social evil which is prevalent in many colleges and universities. It is a crime which is punishable by law. It is a crime which is against the dignity of a student and the honor of the institution. It is a crime which is punishable by law. It is a crime which is against the dignity of a student and the honor of the institution. It is a crime which is punishable by law.

SAY NO TO RAGGING
BEFORE YOU EVEN THINK OF RAGGING
THINK OF
Reputation
Career
Future
Prospects
Remember RAGGING is for LOSERS

 **GPS Map Camera**




Google

Kolkata, West Bengal, India
54, Raja Subodh Chandra Mallick Rd, Milan Park, Kanungo Park, Garia, Kolkata, West Bengal 700084, India
Lat 22.468557°
Long 88.378226°
10/01/22 04:40 PM GMT +05:30
Note : Captured by GPS Map Camera

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Estd. 1956

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Will I get prosecuted?
What about my Job prospects?

SAY NO TO RAGGING

Remember RAGGING is for LOSERS

SAY NO TO RAGGING

YES TO JOYFUL CAMPUS

What is Ragging?
It is a form of harassment and abuse which is common in many colleges and universities. It is a crime and it is punishable by law.

SAY NO TO RAGGING

BEFORE YOU EVEN THINK OF RAGGING

THINK OF

- Reputation
- Scam
- Physical Abuse
- Sexual Abuse
- Psychological Abuse

Just get involved with the Ragging Committee

For any complain/ query
Contact No: 9433468339; E-mail: dacgrievance@gmail.com
State Helpline Number: 1800-345-5678 (Toll Free)
National Helpline Number: 1800-180-5522 (Toll Free)
National E-mail: helpline@antiragging.in

Your identity will remain confidential.





GPS Map Camera



Kolkata, West Bengal, India

54, Raja Subodh Chandra Mallick Rd, Milan Park, Kanungo Park, Garia, Kolkata, West Bengal 700084, India

Lat 22.46858°

Long 88.378234°

10/01/22 04:43 PM GMT +05:30

Note : Captured by GPS Map Camera



GPS Map Camera



Kolkata, West Bengal, India

54, Raja Subodh Chandra Mallick Rd, Milan Park, Kanungo Park, Garia, Kolkata, West Bengal 700084, India

Lat 22.46858°

Long 88.378234°

10/01/22 04:43 PM GMT +05:30

Note : Captured by GPS Map Camera



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Don't shy I ragged & get suspended

MY FUTURE IS A BIG ?

CALL 1800-180-5522

NO TO RAGGING

YES TO JOYFUL CAMPUS

What is Ragging?

HOW TO AVOID RAGGING?

Don't shy I ragged & get suspended

THINK OF

- Violence
- Sexual Abuse
- Stress
- Isolation
- Physical Humiliation

Contact No: 9433468339 For any complaint/ query
Email: raggrievance@gmail.com
State Helpline Number: 1800-345-5678 (Toll Free)
National Helpline Number: 1800-180-5522 (Toll Free)
National E-mail: helpline@antiragging.in

Your identity will remain confidential

ENTERING ON THE CORRIDOR IS PROHIBITED

GPS Map Camera



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54, Raja Subodh Chandra Mallick Rd, Milan Park, Kanungo Park, Garia, Kolkata, West Bengal 700084, India
Lat 22.46858°
Long 88.378234°
10/01/22 02:17 PM GMT +05:30
Note : Captured by GPS Map Camera



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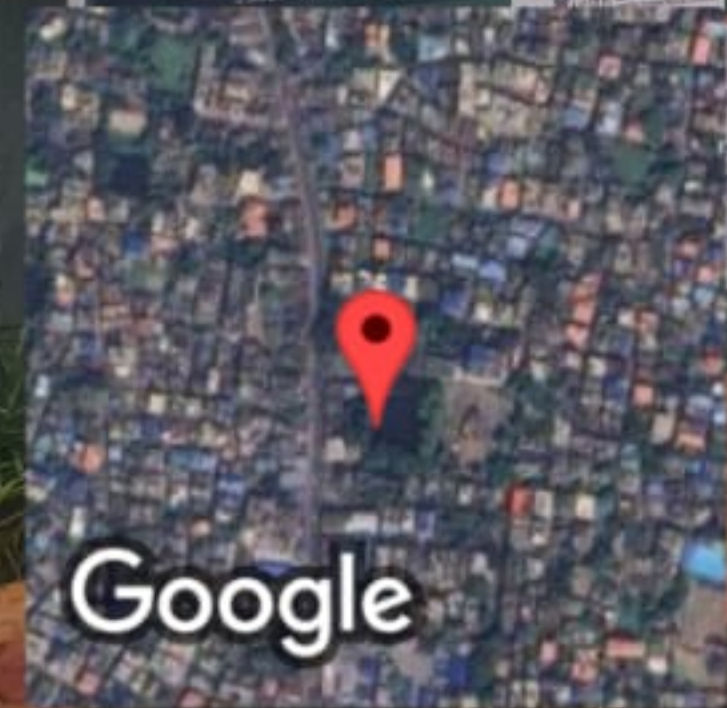

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Estd. 1956

SAY NO TO RAGGING
Foolishly I ragged & got suspended
Will I get prosecuted?
What about my Job prospects?
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Remember RAGGING is for LOSERS

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BEFORE YOU EVEN THINK OF RAGGING
THINK OF
Reputation
Career
Expenses
Possible Injuries
Just get educated, the Ragging time has passed

YES TO JOYFUL CAMPUS
What is Ragging?
Ragging is a form of harassment and abuse which is illegal and punishable by law. It is a social evil which is prevalent in many colleges and universities. It is a crime against humanity and it is the duty of every citizen to report it to the authorities.

 **GPS Map Camera**



Google

Kolkata, West Bengal, India
54, Raja Subodh Chandra Mallick Rd, Milan Park, Kanungo Park, Garia, Kolkata, West Bengal 700084, India
Lat 22.468557°
Long 88.378226°
10/01/22 04:40 PM GMT +05:30
Note : Captured by GPS Map Camera

**ONE DAY STATE LEVEL
WEBINAR ON GENDER SENSITIZATION**



DINABANDHU ANDREWS COLLEGE

NAAC Accredited
(Government Sponsored)
Estd. 1956

Ref. No.

Date

1. NAME OF THE PROGRAMME: ONE DAY STATE LEVEL WEBINAR ON GENDER SENSITIZATION

2. DATE: 07/02/2021

3. VENUE: KANYASHREE COMMITTEE & IQAC, DINABANDHU ANDREWS COLLEGE

4. RESOURCE PERSON: DR. KABERI CHAKRABARTI

DR. PRATHAMA CHAUDHURI

4. OBJECTIVE

The objective of the ONE DAY STATE LEVEL WEBINAR ON GENDER SENSITIZATION could be to:

1. Raise awareness about gender issues and inequalities prevalent in society.
2. Educate participants about the importance of gender sensitivity and its role in promoting equality and inclusivity.

5. OUTCOME

1. Increased awareness among participants about gender-related issues, biases, and inequalities prevalent in society.
2. Enhanced understanding of the importance of gender sensitivity in promoting equality, inclusivity, and diversity.

KEY NOTE

During COVID-19 period, a webinar on "Gender Sensitization" was organized by the Kanyashree Committee in collaboration with the Internal Quality Assurance Cell of Dinabandhu Andrews College on 7 February, 2021, using the virtual platform Zoom and YouTube. Two eminent speakers, Dr. Kaberi Chakrabarti, Associate Professor, Political Science, University of Calcutta and Dr Prathama Chaudhuri, Professor of Psychiatry, West Bengal Medical Education Service, Consultant Psychiatrist, Fortis and AMRI Hospitals. Kolkata graced the occasion with their auspicious presence. Dr Kaberi talked about political and legal aspect of gender sensitization while the psychological aspect of gender sensitization was discussed by Dr. Prathama. The programme was very successful as a number of faculty members and students from various disciplines of our college participated and interacted with great enthusiasm. Everybody thanked the Kanyashree Committee for its efforts and interest to organize the event in this crucial period of COVID-19. E-certificate was issued to each participant. The programme ended by a vote of thanks, given by the Nodal Officer and Convener, Kanyashree. YouTube link of the event available in the college website: <https://www.youtube.com/watch?v=uJivQGdpLIE>



SPEAKERS:

Dr. Kaberi Chakrabarti

Associate Professor, Department of Political Science University of Calcutta

(Topic: Political and legal aspect of gender sensitization)

Dr. Prathama Chaudhuri

Professor of Psychiatry, West Bengal Medical Education Service. Consultant Psychiatrist attached to Fortis and AMRI Hospitals, Kolkata.

(Topic: Psychological aspect of gender sensitization)

ORGANIZING COMMITTEE:

Chief Patron: Dr. Somnath Mukhopadhyay, Principal

IQAC Coordinator: Dr. Amitabha Roy

Programme Coordinator: Dr. Sharmistha Sarkar & Dr. Rupa Chakraborty

Joint Programme Convener: Dr. Joy Sarkar & Smt. Banani Bindhani

Organizing Members: Smt. Mandrita Bhattacharya Aich, Smt. Sumana Dutta. Smt. Chandana Pramanik, Dr. Jhumur Sengupta, Smt. Moumita Nandi, Dr. Dipanwita Das, Dr. Debamita Banerjee, Dr. Manik Das, Ms. Ruksa Nur, Dr. Maitreyee Mondal, Dr. Satarupa Datta, Smt. Silpa Sinha, Smt. Munna Dutta Ghose, Smt. Ipsita Chakraborty, Smt. Tamali Dasgupta, Smt. Arpita Barua, Smt. Mira Manna Dhar

ONE DAY STATE LEVEL WEBINAR ON GENDER SENSITIZATION ORGANIZED BY KANYASHREE COMMITTEE IN COLLABORATION IQAC OF DINABANDHU ANDREWS COLLEGE



ONE DAY State Level Webinar ON GENDER SENSITIZATION

Organized by Kanyashree Committee in Collaboration with IQAC
DINABANDHU ANDREWS COLLEGE
(NAAC ACCREDITED)

 7th February 2021  3.00 p.m.



Speakers

Dr. Kaberi Chakrabarti
Associate Professor, Department of Political Science
University of Calcutta
(Topic: Political and legal aspect of gender sensitization)



Dr. Prathama Chaudhuri
Professor of Psychiatry, West Bengal Medical Education Service.
Consultant Psychiatrist attached to Fortis and AMRI Hospitals, Kolkata.
(Topic: Psychological aspect of gender sensitization)



Organizing Committee

Chief Patron: Dr. Somnath Mukhopadhyay, Principal
IQAC Coordinator: Dr. Amitabha Roy
Programme Coordinator: Dr. Rupa Chakraborty
Joint Programme Convener: Dr. Joy Sarkar & Smt. Banani Bindhani
Organizing Members: Dr. Sharmistha Sarkar, Smt. Mandrita Bhattacharya Aich, Smt. Sumana Dutta, Smt. Chandana Pramanik, Dr. Jhumur Sengupta, Smt. Moumita Nandi, Dr. Dipanwita Das, Dr. Debamita Banerjee, Dr. Manik Das, Smt. Ruksa Nur, Smt. Silpa Sinha, Smt. Munna Dutta Ghose, Smt. Ipsita Chakraborty, Smt. Tamali Dasgupta, Sri. Raj Makal, Smt. Arpita Barua.

Registration

Free Registration Link: [Click here for Registration](#) or Scan 

Webinar Platform:  

Last Date of Registration: 4th February 2021

General Instructions

1. E- Certificates will be issued to the registered participants after submission of the duly filled in feedback form.
2. Meeting link / id will be sent through email after registration.
3. For any query contact: bindhanibanani@gmail.com





ONE-DAY STATE LEVEL NATIONAL SEMINAR
The
Gender Sensitization



Dinabandhu Andrews College
(Kangashree Committee)

in collaboration with IQAC
(NAAC accredited)

DATE- FEBRUARY 7, 2021

TIME - 10.00 AM

Timestamp	Email Address	Name with salutation	Phone number (Preferred)	Designation	Name of the Institution/ O State	Country
1/27/2021 20:34:19	drupachakraborty@gmail	Rupa Chakraborty	09903176267	Assistant Professor	Dinabandhu Andrews Col West Bengal	India
1/30/2021 15:58:52	Arpitabaruafeb1989@gmail	GMT ARPITA BARUA	9836003015	Non-teaching Staff	DINABANDHU ANDREW/ WEST BENGAL	INDIA
1/30/2021 16:55:14	cmkdac1961@gmail.com	Mr. CHAUDHURI MAFIJU	9477457231	Librarian	Dinabandhu Andrews Col West Bengal	India
1/30/2021 19:03:46	thepliyal@gmail.com	PIYAL CHAKRABORTY	7699818593	Student	DINABANDHU ANDREW/ West Bengal	India
1/30/2021 19:05:46	swamalisahoo07@gmail	Swarnali sahu	9932143480	Student	Dinabandhu Andrews coli West Bengal	India
1/30/2021 19:11:01	madhurimakarmakar2019	Madhurima Karmakar	9836943479	Student	Dinabandhu Andrews Col West Bengal	India
1/30/2021 19:14:09	dassayani1510@gmail.co	Miss Sayani Das	8335972059	Student	Dinabandhu Andrews Col West Bengal	India
1/30/2021 19:38:50	malatidutta1975@gmail.c	MISS ANISHA DUTTA	9123053688	Student	JOGAMAYA DEVI COLLE WEST BENGAL	INDIA
1/30/2021 19:40:47	snehasis1218@gmail.co	Mr. Snehasis Das	6289075349	Student	Dinabandhu Andrews Col West Bengal	India
1/30/2021 19:42:48	vishalvicky1211@gmail.c	Vishal Agarwal	09804214151	Student	Dinabandhu Andrews Col West Bengal	India
1/30/2021 19:58:54	sohinisikdar8@gmail.com	Bohini Sikdar	8116641710	Student	Dinabandhu Andrews Col West Bengal	India
1/30/2021 20:12:43	mousumi721@gmail.co	Miss Mousumi sarkar	9051897983	Student	Dinabandhu Andrew's col West Bengal	India
1/30/2021 20:43:31	mondalsudipta084@gmail	Sudipta mondal	9477963121	Student	Dinabandhu Andrews Col West Bengal	India
1/30/2021 20:44:41	satarupadatta10@gmail.c	DR.SATARUPA DATTA	08420162802	Assistant Professor	DINABANDHU Andrews c West bengal	India
1/30/2021 20:44:47	vivekanandaroy133@gm	VIVEKANANDA ROY	8617789145	SACT	Dinabandhu Andrews Col West Bengal	India
1/30/2021 20:51:12	raya.bhattacharjya82@g	Ms.RAYA BHATTACHARJ	8617756376	SACT	Dinabandhu Andrews Col West Bengal	India
1/30/2021 21:31:43	kdas750@gmail.com	mr.krishnendu das	8777399487	SACT	dinabandhu andrews colle west bengal	India
1/30/2021 21:32:14	skpoortree@gmail.com	Madhumita Chakrabarti G	9433440242	Associate Professor	Dinabandhu Andrews Col West Bengal	India
1/30/2021 21:39:03	monomitsarker1@gmail.c	Mr. Monomit Sarker	9830311799	Student	Dinabandhu Andrews' Col West Bengal	India
1/30/2021 21:39:37	samadritapaul28@gmail.c	Samadrita Paul	9836087953	Student	DINABANDHU ANDREW/ WEST BENGAL	India
1/30/2021 21:39:56	ghoshpoulomi57@gmail.c	Poulomi Ghosh	08582857773	Student	Dinabandhu Andrews coli West bengal	India
1/30/2021 21:40:36	mimimitra142@gmail.co	Miss Shreya Mitra	6289157493	Student	Dinabandhu Andrews Col West Bengal	India
1/30/2021 21:40:49	ambikapramanik5@gmail	Miss. Ambika Pramanik	8327891205	Student	Dinabandhu Andrews coli West Bengal	India
1/30/2021 21:40:54	srjltminda46@gmail.co	Mr. Srijit Kumar Mandal	9073663756	Student	Dinabandhu Andrews Col West Bengal	India
1/30/2021 21:42:42	chatterjeeparamita90@gr	Paramita chatterjee	6290374379	Professor	Dinabandhu andrews coli West Bengal	India
1/30/2021 21:42:44	naskarshreya2002@gmail	Shreya Naskar	7439455945	Student	Shreya Naskar West bengal	Kolkata
1/30/2021 21:45:20	snehamitra1012@gmail.c	Miss Sneha Mitra	9073253913	Student	Dinabandhu Andrews Col West Bengal	India
1/30/2021 21:47:16	munmunmondal0802200	Miss Munmun Mondal	6289702526	Student	Dinabandhu Andrews Col West bengal	Kolkata
1/30/2021 21:47:56	halderankita038@gmail.c	Ankita Halder	6291598312	Professor	Dinabandhu Andrews Col West Bengal	India
1/30/2021 21:49:00	mandirac788@gmail.com	Mandira Chatterjee	9051300916	Student	Dinabandhu Andrew's col West Bengal	India
1/30/2021 21:52:07	fjarahaman212@gmail.co	Miss Fija Rahaman	8017750480	Student	Dinabandhu Andrews Col WEST BENGAL	India
1/30/2021 21:52:37	chowdhury.ahana27@gm	Ms. Ahana Chowdhury	9874569323	Student	Dinabandhu Andrews Col West Bengal	India
1/30/2021 21:55:30	arjamachakraborty590@g	Arjama Chakraborty	6289827422	Student	Jogamaya Devi College West Bengal	India
1/30/2021 21:56:22	mdtausifzn456@gmail.co	Md tausif	8420495666	Student	Bangobasi West bengal	India
1/30/2021 21:57:08	abhijitblswas142001@g	Mr. Abhijit Blswas	7439308362	Student	Dinabandhu Andrews coli West Bengal	India
1/30/2021 21:57:27	bhattacharjeesuman966	Suman Bhattacharjee	8583876447	Student	Dinabandhu Andrews Col Westbengal	India

Timestamp	Email Address	Name with salutation	Phone number (Preferred)	Designation	Name of the Institution/ O State	Country
1/27/2021 20:34:19	drupachakraborty@gmail	Rupa Chakraborty	09903176267	Assistant Professor	Dinabandhu Andrews Col West Bengal	India
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1/30/2021 19:03:46	thepliyal@gmail.com	PIYAL CHAKRABORTY	7699818593	Student	DINABANDHU ANDREW/ West Bengal	India
1/30/2021 19:05:46	swamalisahoo07@gmail	Swarnali sahu	9932143480	Student	Dinabandhu Andrews coli West Bengal	India
1/30/2021 19:11:01	madhurimakarmakar2019	Madhurima Karmakar	9836943479	Student	Dinabandhu Andrews Col West Bengal	India
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1/30/2021 19:38:50	malatidutta1975@gmail.c	MISS ANISHA DUTTA	9123053688	Student	JOGAMAYA DEVI COLLE WEST BENGAL	INDIA
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1/30/2021 19:42:48	vishalvicky1211@gmail.c	Vishal Agarwal	09804214151	Student	Dinabandhu Andrews Col West Bengal	India
1/30/2021 19:58:54	sohinisikdar8@gmail.com	Bohini Sikdar	8116641710	Student	Dinabandhu Andrews Col West Bengal	India
1/30/2021 20:12:43	mousumi721@gmail.com	Miss Mousumi sarkar	9051897983	Student	Dinabandhu Andrew's col West Bengal	India
1/30/2021 20:43:31	mondalsudipta084@gmail	Sudipta mondal	9477963121	Student	Dinabandhu Andrews Col West Bengal	India
1/30/2021 20:44:41	satarupadatta10@gmail.c	DR.SATARUPA DATTA	08420162802	Assistant Professor	DINABANDHU Andrews c West bengal	India
1/30/2021 20:44:47	vivekanandaroy133@gm	VIVEKANANDA ROY	8617789145	SACT	Dinabandhu Andrews Col West Bengal	India
1/30/2021 20:51:12	raya.bhattacharjya82@g	Ms.RAYA BHATTACHARJ	8617756376	SACT	Dinabandhu Andrews Col West Bengal	India
1/30/2021 21:31:43	kdas750@gmail.com	mr.krishnendu das	8777399487	SACT	dinabandhu andrews colle west bengal	India
1/30/2021 21:32:14	skpoortree@gmail.com	Madhumita Chakrabarti G	9433440242	Associate Professor	Dinabandhu Andrews Col West Bengal	India
1/30/2021 21:39:03	monomitsarker1@gmail.c	Mr. Monomit Sarker	9830311799	Student	Dinabandhu Andrews' Col West Bengal	India
1/30/2021 21:39:37	samadritapaul28@gmail.c	Samadrita Paul	9836087953	Student	DINABANDHU ANDREW/ WEST BENGAL	India
1/30/2021 21:39:56	ghoshpoulomi57@gmail.c	Poulomi Ghosh	08582857773	Student	Dinabandhu Andrews coli West bengal	India
1/30/2021 21:40:36	mimimitra142@gmail.com	Miss Shreya Mitra	6289157493	Student	Dinabandhu Andrews Col West Bengal	India
1/30/2021 21:40:49	ambikapramanik5@gmail	Miss. Ambika Pramanik	8327891205	Student	Dinabandhu Andrews coli West Bengal	India
1/30/2021 21:40:54	srjittmandia46@gmail.com	Mr. Srijit Kumar Mandal	9073663756	Student	Dinabandhu Andrews Col West Bengal	India
1/30/2021 21:42:42	chatterjeeparamita90@g	Paramita chatterjee	6290374379	Professor	Dinabandhu andrews coli West Bengal	India
1/30/2021 21:42:44	naskarshreya2002@gmail	Shreya Naskar	7439455945	Student	Shreya Naskar West bengal	Kolkata
1/30/2021 21:45:20	snehamitra1012@gmail.c	Miss Sneha Mitra	9073253913	Student	Dinabandhu Andrews Col West Bengal	India
1/30/2021 21:47:16	munmunmondal0802200	Miss Munmun Mondal	6289702526	Student	Dinabandhu Andrews Col West bengal	Kolkata
1/30/2021 21:47:56	halderankita038@gmail.c	Ankita Halder	6291598312	Professor	Dinabandhu Andrews Col West Bengal	India
1/30/2021 21:49:00	mandirac788@gmail.com	Mandira Chatterjee	9051300916	Student	Dinabandhu Andrew's col West Bengal	India
1/30/2021 21:52:07	fjarahaman212@gmail.co	Miss Fija Rahaman	8017750480	Student	Dinabandhu Andrews Col WEST BENGAL	India
1/30/2021 21:52:37	chowdhury.ahana27@gm	Ms. Ahana Chowdhury	9874569323	Student	Dinabandhu Andrews Col West Bengal	India
1/30/2021 21:55:30	arjamachakraborty590@g	Arjama Chakraborty	6289827422	Student	Jogamaya Devi College West Bengal	India
1/30/2021 21:56:22	mdtausifzn456@gmail.co	Md tausif	8420495666	Student	Bangobasi West bengal	India
1/30/2021 21:57:08	abhijitblswas142001@g	Mr. Abhijit Blswas	7439308362	Student	Dinabandhu Andrews coli West Bengal	India
1/30/2021 21:57:27	bhattacharjeesuman966	Suman Bhattacharjee	8583876447	Student	Dinabandhu Andrews Col Westbengal	India

Timestamp	Email Address	Name with salutation	Phone number (Preferable)	Designation	Name of the Institution/ O State	Country
1/31/2021 20:47:14	chowdhuryanamika50@gmail.com	Anamika Chowdhury	8276881466	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 20:47:45	dibyenduhalder301@gmail.com	Dibyendu Halder	6289542651	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 20:47:45	shewantika@gmail.com	Ms. Shewantika Das	7001894564	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 20:48:16	swarnajhalder41@gmail.com	Swarnajit Halder	09641045034	Student	Uueebdb West Bengal	India
1/31/2021 20:49:29	srishrimaiti87@gmail.com	Miss Brishti Maiti	9830007721	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 20:49:56	dmouli600@gmail.com	Miss. Mouli Das	6289948094	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 20:51:07	hazratnamoy40@gmail.com	Shri. Tanmoy Hazra	7719158051	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 20:51:25	chaudhuri.deepta@gmail.com	Deepta Chaudhuri	7001816848	Ex-student	Dinabandhu Andrews College WEST BENGAL	India
1/31/2021 20:51:55	priyajanabose5@gmail.com	Miss priyanka Bose	7439441647	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 20:52:37	sifatara2000@gmail.com	Sifatara Khan B.3	8336051901	Student	Garia Dinabandhu Andrews College West Bengal	India
1/31/2021 20:52:59	mahapatrapayel287@gmail.com	Miss Payel Mahapatra	8017839782	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 20:54:02	sds8017591738@gmail.com	Mr. Subhajit Das	8017591738	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 20:54:04	pritamagn1858@gmail.com	PRITAM SARDAR	7365804228	Professor	Dinabandhu Andrews College West Bengal	India
1/31/2021 20:54:26	sukritimishra2002@gmail.com	Shri Sukriti Misra	9635400743	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 20:55:29	rajives434@gmail.com	Rajive Sharma	7003406499	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 20:55:39	monalisamanna44@gmail.com	Monalisa manna	6290913067	Scientist	Dinabandhu Andrews College West Bengal	India
1/31/2021 20:58:16	jayasri2001das@gmail.com	Miss Jayasri Das	8535839968	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 20:58:49	shanu98sardar@gmail.com	MISS SHANTI SARDAR	6289813232	Student	DINABANDHU ANDREW WEST BENGAL	INDIA
1/31/2021 20:59:03	mallikamit0310@gmail.com	Mr Amit Mallik	8327546518	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 21:00:35	riyapramanik0412@gmail.com	Miss Riya Pramanik	7501499010	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 21:01:25	ishamondal071201@gmail.com	Miss Isha Mondal	6289511974	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 21:02:46	bodhaksirapna@gmail.com	Miss Swapna Bodhak	8420745527	Research Scholar	Dinabandhu Andrews College 24 pgs(s)	Kolkata
1/31/2021 21:04:36	baldurjyapara16@gmail.com	Baldurjya Paria	8777571838	Student	Dinabandhu Andrews College West Bengal	Indian
1/31/2021 21:06:07	bswati339@gmail.com	Swatilekha Bhattacharya	847886473	Ex-student	Dinabandhu Andrews College West Bengal	India
1/31/2021 21:08:31	martinachakraborty62345@gmail.com	Miss Martina Chakraborty	8017317057	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 21:11:20	robilul11427@gmail.com	Robilul Reja	8389940191	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 21:12:52	dassshreyasi48@gmail.com	Miss Shreyasi Das	9330118331	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 21:13:09	123sournili@gmail.com	Sournili Das	9800714797	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 21:16:29	subhradipa.jha@gmail.com	Subhradipa Jha	7076544136	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 21:18:48	sohel9saha@gmail.com	Mrs Sohel Saha	9748156461	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 21:24:17	pritamagn1858@gmail.com	PRITAM SARDAR	7365804228	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 21:27:19	sahanulpurkait8768@gmail.com	Mrs-Sahanul purkait	9064805414	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 21:28:14	roytanusri2016@gmail.com	TANUSRI ROY	9903459515	Student	DINABANDHU ANDREW WEST BENGAL	INDIA
1/31/2021 21:28:35	riyahalder150@gmail.com	Ankita Halder	9674150186	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 21:29:23	tunalsaha9762@gmail.com	Mrs.Sudipta Saha	8001807680	Student	Dinabandhu Andrews College West Bengal	India
1/31/2021 21:31:28	amikaustuv@gmail.com	Dr Kaustuv Bhattacharyya	9831836535	Assistant Professor	Erstwhile David Hare Trail WEST BENGAL	India

Timestamp	Email Address	Name with salutation	Phone number (Preferab	Designation	Name of the Institution/ O State	Country
1/31/2021 12:20:17	mondalmadhab422@gmail.com	Smt. Madhurima Mondal	8777322721	Student	Dinabandhu andrews coli West bengal	India
1/31/2021 12:45:20	roykoyena22@gmail.com	Koyena Roy	6290725044	Student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 13:22:48	riya78881@gmail.com	Miss Riya Mondal	9875546259	Student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 13:22:52	biswas.pratyusha8@gmail.com	Pratyusha Biswas	9073588012	Student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 13:28:20	joyeeta2425@gmail.com	Ms. Joyeeta Sahoo	8902279509	Student	Dinabandhu Andrews coli West Bengal	India
1/31/2021 13:58:37	sarkamohona9@gmail.com	Mohona Sarkar	8697959857	Student	Dinobondhu Andrews West Bengal	India
1/31/2021 14:04:02	madhu22may2000@gmail.com	Madhusmita Goswami	6290737300	Student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 14:17:45	mishraanwesha033@gmail.com	Ms. Anwesha Mishra	8961729995	Student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 14:44:02	shima.datta177@gmail.com	Ms Shima Datta	9433468339	Associate Professor	Dinabandhu Andrews Col West Bengal	India
1/31/2021 20:29:21	dasshreya@gmail.com	Shreya Das	6291020868	Student	Andrews West bengal	India
1/31/2021 20:29:28	kanikaghoshal60033@gmail.com	Miss Kanika Ghoshal	9647192616	Student	Dinabandhu Andrews Col West bengal	India
1/31/2021 20:29:59	indrajitdas0011@gmail.com	Indrajit Das	6291079268	Student	Dinabandhu Andrews Col Kolkata	India
1/31/2021 20:30:09	pratyasha.bakshi24@gmail.com	Pratyasha Bakshi	7278640388	Student	Dinabandhu Andrews coli West Bengal	India
1/31/2021 20:31:14	shreyasardar287@gmail.com	Shreya Bardar	9330461504	Student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 20:31:40	sonalidas9@gmail.com	Sonali Das	9748094930	Student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 20:32:33	gayendebansu2002@gmail.com	N/A	7044924022	Student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 20:32:50	duttashreya0808@gmail.com	Ms. Shreya Dutta	7450995604	Student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 20:33:05	degantaghosh20@gmail.com	Mr. Deganta Ghosh	7478390477	Student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 20:33:23	mozumderswadihey@gmail.com	Swadihey Mozumder	6291430986	Student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 20:34:51	mukherjeebig20@gmail.com	Mritunjay Mukherjee	7384381009	Ex-student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 20:35:22	ronakdas2000@gmail.com	Akash Das	9748712932	Student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 20:36:31	baldyank@gmail.com	Mr. Anik Baldya	8017127725	Ex-student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 20:37:19	smritimondal723@gmail.com	Smriti Mondal	7044294428	Student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 20:37:34	akashibotany25@gmail.com	Akash Sarkar	9874833975	Student	Dinabandhu Andrewese C West Bengal	India
1/31/2021 20:38:54	rlabanerjee979@gmail.com	Ms	8017901078	Student	Lady Brabourne College WB	India
1/31/2021 20:39:31	indrani.kgp.banki@gmail.com	Miss. Indrani Banki	9635696664	Student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 20:39:33	rudranisengupta20@gmail.com	Mr. Rudrani Sengupta	6289551820	Student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 20:39:56	rajdpnaskar67@gmail.com	Rajdp Naskar	9477928211	Student	Dinabandhu Andrews coli West Bengal	India
1/31/2021 20:41:44	daddiboyendu170@gmail.com	Dibyendu Das	8017712029	Student	Dinobondhu Andrews Co West Bengal	India
1/31/2021 20:42:18	bsourav938@gmail.com	Mr Sourav Biswas	8609212123	Student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 20:43:00	avinabasaha7921@gmail.com	Mr. Avinaba Saha	7278636634	Ex-student	Ramakrishna Mission Vini West Bengal	India
1/31/2021 20:43:19	sanjana.ghosh2018@gmail.com	8ANJANA GHOSH	8902227516	Research Scholar	St Xavier's College (Auton West Bengal	India
1/31/2021 20:45:58	dasnrya9012001@gmail.com	Riya Das (B.Sc Botany h	8583973654	Student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 20:46:03	manishakhatua2000@gmail.com	Manisha khatua (BSc. Bot	7407926302	Student	Dinabandhu Andrews coli West Bengal	India
1/31/2021 20:46:16	shreyashidas6789@gmail.com	Shreyashi Das (BSc.Bota	9064664918	Student	Dinabandhu Andrews Col West Bengal	India
1/31/2021 20:46:26	pradeepsinghdu@gmail.com	Dr. Pradeep Kumar	9818039311	Assistant Professor	Satyawati college, Univer Delhi	India

Psychological Aspects of Gender Sensitization

	<h1>PSYCHOLOGICAL ASPECTS OF GENDER SENSITISATION</h1>
	<p>Dr Prathama Chaudhuri Professor of Psychiatry, WBengal Medical Education Service AMRI & Fortis Hospitals</p>



Webinar on Gender Sensitization organized by Kanyashree Committee, Dina...
Copy link

47:33 / 1:53:30
Drag from top and touch the back button to exit full screen.
YouTube



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Dr. Prathama

Outline

1. Psychological effects of gender sensitization
2. What is gender sensitization?
3. Why is gender sensitization?
4. Importance of gender sensitization

NEED OF GENDER SENSITISATION

True purpose of education

Change begin from younger age

Understanding the difference in gender

Basic sex education

Make the world a gender equal and inclusive place

Click to add notes

Slide 3 / 30 Right Click to add notes

zoom

WPS Office Gender Sensitization.pptx

Menu Insert Design Transitions Animation Slide Show Review View Tools

File Edit Copy Paste Format From Current Slide New Slide Layout Section 8 / U S X X

Dr. Prathama

Outline

1. Psychological effects of gender sensitization
2. What is gender sensitization?
3. Why is gender sensitization?
4. Importance of gender sensitization

WHAT IS GENDER SENSITISATION

Gender sensitization generally refers to theories which claim that modification of the behaviour of authority figure towards children or youngsters can have a causal effect on gender equality.

Click to add notes

Slide 2 / 30 Right Click to add notes

zoom

WEBINAR PARTICIPATION CERTIFICATE



DINABANDHU ANDREWS COLLEGE

(NAAC Accredited) Affiliated with **University of Calcutta**

Kolkata- 700084, WB, India

Certificate of Participation

This is to Certify that

.....
of has attended
the One day State Level Webinar on **Gender Sensitization**
held on 7th February 2021 at 10 a.m.(duration for 4 hrs.)
organised by **Kanyashree Committee** in Collaboration
with **Internal Quality Assurance Cell (IQAC)**

Smt. Banani Bindhani
Programme Convener

Dr. Joy Sarkar
Programme Convener

Dr. Rupa Chakraborty
Programme Coordinator

Dr. Sharmistha Sarkar
Programme Coordinator

Dr. Amitabha Roy
IQAC Coordinator

Dr. Somnath Mukhopadhyay
Principal

A SEMINAR ON CLINICAL PSYCHOLOGY



DINABANDHU ANDREWS COLLEGE

NAAC Accredited
(Government Sponsored)
Estd. 1956

Ref. No.

Date

1. NAME OF THE PROGRAMME: A SEMINAR ON CLINICAL PSYCHOLOGY

2. DATE: 07/12/22

3. VENUE: DINABANDHU ANDREWS COLLEGE

4. OBJECTIVE

The objective of a seminar on clinical psychology is to provide participants with a rich learning experience that combines theoretical knowledge, practical skills, critical thinking, professional development opportunities, networking possibilities, and personal growth insights in the field of clinical psychology.

5. OUTCOME

Some common outcomes of a seminar on clinical psychology may include:

1. **Increased Knowledge:** Participants gain a deeper understanding of key concepts, theories, research findings, and best practices in clinical psychology.
2. **Enhanced Skills:** Participants develop practical skills in conducting clinical assessments, formulating diagnoses, designing treatment plans, and implementing evidence-based interventions.

A SEMINAR ON CLINICAL PSYCHOLOGY ON 7TH DECEMBER, 2022

2/16/24, 10:03 AM

Gmail - Request for organizing seminar on Clinical psychology



Dr. Joy Sarkar <jsarkar80@gmail.com>

Request for organizing seminar on Clinical psychology

1 message

Tinni Choudhury <choudhury.tinni@gmail.com>
To: jsarkar80@gmail.com

Wed, Dec 7, 2022 at 1:40 PM

Dear Ma'am/Sir,

Kindly accept our greetings.

We The Gayatri Chetna Foundation under Centre of Collaborative Program Training and Research, MAKAUT in association with George Group of Colleges would like to conduct a session on Clinical Psychology as a Career in the present day. Our objective is to promote awareness regarding clinical psychology as a field to explore by the students. Mental Health is of immense concern in the present scenario especially post covid. There has been a surge in mental health issues and so is the need for clinical psychologist. Hence, the session will help to increase professionals and encourage students to pursue the sector.

George Group of Colleges is a part of the George Telegraph Training Institute, one of the trusted names in the education segment in Eastern India. George Group of Colleges conducts Bachelors and Masters degree courses affiliated to Maulana Abul Kalam Azad University of Technology formerly known as West Bengal University of Technology.

In this regard, we would like to request you to grant us permission to conduct the interactive session with the students.

We can assure you that this event will be an enriching experience for the students and will help them in future endeavours.

Hope you understand the need and accept our proposal soon for the same.

--

With Thanks & Regards

Tinni Choudhury



George Group of Colleges
(Units of George Telegraph Group)
Contact: - 9830731155 / 9674961649
Website - www.georgecollege.org







**ONE DAY STATE LEVEL WEBINAR ON
GENDER SENSITIZATION**



DINABANDHU ANDREWS COLLEGE

NAAC Accredited
(Government Sponsored)
Estd. 1956

Ref. No.

Date

1. NAME OF THE PROGRAMME: GENDER SENSITIZATION PROGRAMME

2. DATE: 04/01/2024

3. VENUE: DINABANDHU ANDREWS COLLEGE

4. OBJECTIVE

The objective of the ONE DAY STATE LEVEL WEBINAR ON GENDER SENSITIZATION could be to:

1. Raise awareness about gender issues and inequalities prevalent in society.
2. Educate participants about the importance of gender sensitivity and its role in promoting equality and inclusivity.

5. OUTCOME

1. Increased awareness among participants about gender-related issues, biases, and inequalities prevalent in society.
2. Enhanced understanding of the importance of gender sensitivity in promoting equality, inclusivity, and diversity.

Dinabandhu Andrews College

Students' Week (2nd to 7th January, 2024)

One day Seminar

**Organized by
IQAC in collaboration with
Women's Cell, Kanyashree Committee &
NCC**

Topic: Gender Sensitization

Speaker

Sobhan Mukherjee

(Padman of West Bengal)

Date: 04.01.2024 Time: 11 a.m.

Dinabandhu Andrews College
A report on the Seminar on the topic: Gender
Sensitization
Speaker
Sobhan Mukherjee
(Padman of West Bengal)

Date: 04.01.2024 Time: 11 a.m.

In connection with Students' Week (2nd to 7th January, 2024), The IQAC in collaboration with Women's Cell, Kanyashree Committee & NCC of Dinabandhu Andrews College organized a one day Seminar on the topic "Gender Sensitization" on 4th January 2024 at 11 am. The objectives of the seminar are, to create awareness about gender sensitive behavior among the youth and to inculcate an egalitarian behavior to foster gender equality. It aims to rethink our engagements from a gender lens and deconstruct gender stereotypes to pave the way towards a gender sensitive and inclusive environment. Sri Sobhan Mukherjee (Padman of West Bengal), was the resource person for the session. He spoke about gender, gender equality and inequality, problems of gender inequality, major reasons for gender discrimination, sexual harassment at workplace, sexual harassment prevention training etc. The session was deliberated using power point presentations followed by interactive sessions. A total of 132 participants including faculty members and students attended the programme. Resource person addressed and clarified the questions posed by the participants. It was very successful as the participants shared their personal experiences.

Acknowledging that gender equality is a fundamental human right and a prerequisite for building a peaceful, prosperous and sustainable society, the seminar underscores the importance of dismantling gender stereotypes starting with our individual behaviors, and it seeks to deliver the various ways in which protective and redressal mechanisms at the institutional level can be accessed in times of distress.





Attendance for Teachers

+ GENDER SENSITIZATION

DATE: 04.01.2023

Sl NO	Name	Department	Contact Number	Signature
1.	SUBHASREE ROY	MICROBIOLOGY	9038043070	Subhasree 4.1.24.
2.	Maitreyee Mondal	Microbiology	9836703035	Maitreyee 4/1/24
3.	Munna Batta Ghose	Electronics	9932933892	Munna 4/1/24
4.	Sharmistha Sarkar	Bengali	9830472330	Sharmistha 4/1/24
5.	Ranjini Lahiri	Economics	9830373447	Ranjini 4/1/24
6.	Mandrita Bhattacharya	Philosophy	9830328892	Mandrita 4/1/24
7.	Rupa Chatterjee	Botany	9903176267	Rupa Chatterjee 4/1/24
8.	BARNALI BARMAN	HISTORY	9933079665	Bs 4/1/24
9.	TANYA DAS	Chemistry	9831160130	Tanya 04/1/24
10.	JAYANTI GUHA RAY	Molecular Biology	983067479	Jayanti 4/1/24
11.	SUDASANA CHAUDHURY	HISTORY	9433162545	Sudasa Chaudhury
12.	DOLA DEBNATH.	BENGALI	6291683141	Dola Debnath
13.	Jannay Ghosh.	Microbiology.	7732188279.	Jannay Ghosh 4.1.24.

Attendance for Teachers

NAME OF THE PROGRAMME

DATE:

Sl NO	Name	Department	Contact Number	Signature
1	Dola Debnath.	Bengali	9830440463	Dola Debnath.
2	SUDASANA CHAUDHURY	HISTORY	9433162545	Sudasa Chaudhury
3	JAYANTI GUHA RAY	Molecular Biology	983067479	Jayanti
4	TANYA DAS	Chemistry	9831160130	Tanya
5	BARNALI BARMAN	HISTORY	9933079665	Bs
6	Mandrita Bhattacharya	Philosophy	9830328892	Mandrita 04.01.24
7	Sharmistha Sarkar.	Bengali	9830472330	Sharmistha 4/1/24
8	Ranjini Lahiri	Economics	9830373447	Ranjini 4/1/24
9	Maitreyee Mondal	Microbiology	9836703035	Maitreyee 4/1/24
10	Subhasree Roy	Microbiology	9038043070	Subhasree 4.1.24.
11	Munna Batta Ghose	Electronics	9932933892	Munna 4/1/24
12	Rupa Chatterjee	Botany	9903176267	Rupa Chatterjee 4/1/24
13	Jannay Ghosh.	Microbiology.	7732188279.	Jannay Ghosh 4.1.24.
14				

Attendance for students

SEMINAR ON GENDER SENSITIZATION

DATE: 04.01.2023

Sl NO	Name	Designation	Semester	Department	Contact Number	Signature
01.	BANASREE PAL	STUDENT	1st	COMMERCE	801696656	Banasree Pal
02.	ANAM SAYEED	STUDENT	1st	COMMERCE	9163904226	Anam Saye
03.	TAHIRA SIDDIKA	STUDENT	1st	BOTANY	7437824514	Tahira Siddika
4	DISHA NASKAR	STUDENT	I	BOTANY	9069777817	Disha Naskar
5	PRIYA MAL	STUDENT	I	BOTANY	8100155238	Priya Mal
6	Romit Routh	STUDENT	1st	Botany	7980504418	Romit R
7	ARPAN TUNGA	Student	1st	Botany	9329574250	Arpan Tunga
8	GOURDIPTA DEY	STUDENT	1st	Botany	9330527977	Gourdipta Dey
9	SASTIKA KARMAR	STUDENT	1st	BA-GAN	7439899653	Sastika Karmar
10.	Shinjonisaha	STUDENT	1st	Bengali	9547663801	Shinjonisaha
11.	Debashee Das	Student	1st	Microbiology	6291514993	Debashee Das
12.	Abreyee Banerjee	Student	1st	Microbiology	7439843751	Abreyee Banerjee
13.	Shayere Jana	Student	1st	Microbiology	7980763766	Shayere Jana
14.	Kankana Ghosh	Student	1st	History	7439319647	Kankana Ghosh

Attendance for students

SEMINAR ON GENDER SENSITIZATION

DATE: 04.01.2023

Sl NO	Name	Designation	Semester	Department	Contact Number	Signature
15.	Madhumita Raiya	STUDENT	1st	BA-GEN	8100198583	Madhumita Raiya
16	Tamuktatum	STUDENT	1st	BA-GEN	9330468418	Tamuktatum
17.	Priya malakar	STUDENT	1st	B.A-GEN (MORNING)	6280375695	Priya malakar
18.	Kabita Das	STUDENT	1st	BA-GEN (MORNING)	62904534	Kabita Das
19.	Bisistichuknabonty	STUDENT	1st	Pol-Science (Hons)	8584368658	Bisistichuknabonty
20.	Uromi Roy	STUDENT	1st	Pol-Science (Hons)	7439747618	Uromi Roy
21.	Swastika Acharya	Student	3rd	BSc Microbiology (Hons)	7480583021	Swastika Acharya
22.	NHika Samanta	Student	3rd	B.Sc. - Microbiology	7439581177	NHika Samanta
23	Sankhadip Dhadia	Student	1st	Microbio.	8100218821	Sankhadip Dhadia
24	Swati Das	Student	3rd	Microbiology	8335802423	Swati Das
25	Mishra rupa	Student	1st	B.A. GEN	8609290931	Mishra rupa
26	Sania Mishra	Student	2nd	BA(Pol.Sc.)	6290602344	Sania Mishra
27	Shreha Saha	Student	1st	BA(Pol.Sc.)	7439795150	Shreha Saha
28	Bikash Majumdar	Student	1st	NCA (Hons)	9593511054	Bikash Majumdar

Attendance for students

SEMINAR ON GENDER SENSITIZATION

DATE: 04.01.2023

Sl NO	Name	Designation	Semester	Department	Contact Number	Signature
29.	Saikat Naskar	Student	1st	MCBA(H)	6290180245	Saikat
30.	Zamas Paul	Student	1st	MCBA(H)	82420192422	Zamas Paul
31.	Sayan Mondal	Student	1st	MCBA(H)	8653811757	Sayan
32.	Mrityunjay Bagchi	Student	3rd	MCBA(H)	9330087719	Mrityunjay Bagchi
33.	Soujal Das	Student	1st	Political Science	6285580658	Soujal Das
34.	Sayam Das	Student	2nd	PASS	7380622402	Sayam Das
35.	Shubham Samanta	Student	1st	General	8100449998	Shubham Samanta
36.	Sahil Islam Karim	Student	1st	MCBA(H)	9883247654	Sahil Islam Karim
37.	Rakhi Prasad	Student	1st	B.Com(H)	9163746723	Rakhi Prasad
38.	Debola Halder	Student	1st	B.Com(H)	9674852519	Debola
39.	NAJIA Mondal	Student	1st	B.Com(H)	9230068416	N.M
40.	Sampati Mukherjee	Student	1st	B.Com(H)	9875692292	S.N.
41.	Megha Roy	Student	1st	B.Com(H)	6991962518	Megha Roy
42.	Sabita Panda	Student	1st	History Hon	9038172284	S. Panda.

Attendance for students

SEMINAR ON GENDER SENSITIZATION

DATE: 04.01.2023

Sl NO	Name	Designation	Semester	Department	Contact Number	Signature
43.	Banashree Datta	Student	1st	BA-Gen	9930269159	Banashree Datta
44.	Riya Barik	Student	3rd	BA-Gen	629026003	Riya Barik
45.	Priya Seth	Student	1st	BSc-Gen	9883322140	Priya Seth
46.	Niku Prasad	Student	1st	B.com - Hon	6289740731	Niku Prasad
47.	Priyanka Roy	Student	1st	B.Com - Hon	8100253429	Priyanka Roy
48.	Soomya Choudhary	Student	1st	B.Sc - Hon	9330390253	Soomya Choudhary
49.	Manasi Chatterjee	Student	3rd	BSc - Hon	8167693451	Manasi Chatterjee
50.	Ahana Chakraborty	Student	3rd	BSc (Hons) Economics	6290688220	Ahana Chakraborty
51.	SOHAN DEY	Student	5th	B.A. Hons	8240557748	Sohan Dey
52.	Tamoghna Maity	Student	5th	BA - Hons	7449629561	Tamoghna Maity
53.	Saib Halder	Student	1st	B.A. Hons	8777413120	Saib Halder
54.	Sneca Halder	Student	1st	Zoology Major	7044402931	Sneca Halder
55.	Arpita Das	Student	1st	Zoology Major	8981411008	Arpita Das
56.	Piyali Bhattacharyya	Student	1st	B.A Hons. Political Sc.	7003480240	Piyali Bhattacharyya

Attendance for students

SEMINAR ON GENDER SENSITIZATION

DATE: 04.01.2023

Sl NO	Name	Designation	Semester	Department	Contact Number	Signature
57	Prityanka Mondal	student	1st	B.A. G.	7677781183	Prityanka Mondal
58	Sumati Mondal	Student	1st	B.A. G	7506514928	Sumati Mondal
59	Sarita Halder	student	1st	B.A. H	7003156210	Sarita Halder
60	Sufanna Mondal	Student	1st	B.A. H	7003028164	Sufanna Mondal
61	Auspika Sarkar	Student	3rd	MCBA	9143027018	Auspika Sarkar
62	Shreetha Maiti	Student	3rd	MCBA	9204384803	Shreetha Maiti
63	Sahob Mondal	Student	1st	B.A. H	9073843767	Sahob Mondal
64	Dejiti Naskar	Student	1st	Zoology (H)	9163234376	Dejiti Naskar
65	Shurmanil Mishra	Student	1st	Zoology (H)	9707876371	Shurmanil Mishra
66	Sulagna Mondal	Student	1st	PolSci. H	6291272174	Sulagna Mondal
67	Nabamun Butta	Student	3rd	MCBA	7439051916	Nabamun Butta
68	Sayani Naskar	Student	3rd	MCBA (H)	9123891646	Sayani Naskar
69	Sayan Naskar	Student	3rd	MCBA (H)	9874196011	Sayan Naskar
70	Aratrika Ghosh	Student	3rd	MCBA (H)	8617765960	Aratrika Ghosh

Attendance for students

SEMINAR ON GENDER SENSITIZATION

DATE: 04.01.2023

Sl NO	Name	Designation	Semester	Department	Contact Number	Signature
71	Chhandasik Dasgupta	Student	3rd	MCBA (H)	7980731893	C. Dasgupta
72	Utsab De	Student	III	MCBA (H)	7667848947	Utsab De
73	Shweta Singh	Student	1st	Bot (H)	8335944359	Shweta Singh
74	Rupali Pal	Student	1st	Botany Hons	7459847754	Rupali Pal
75	Sayani Dey	Student	I	Botany (H)	7499932488	Sayani Dey
76	Mandira Das	Student	1st	M.Sc Zoology	8348227079	Mandira Das
77	Prityanka Barik	Student	3rd	B.Com (Hons)	6230554875	Prityanka Barik
78	Disika Mondal	Student	3rd	B.A. (Hons)	7439453914	Disika Mondal
79	Rajashree Mondal	Student	3rd	B.A. (H)	7439498977	Rajashree Mondal
80	Rupsa Gayen	Student	3rd	B.A. (H)	6290803160	Rupsa Gayen
81	Rakesh Pramanik	Student	1st	B.A. (GEN)	6271077516	Rakesh Pramanik
82	Rima Das	Student	1st Sem	B.A. Beng. Hons	6287727035	Rima Das
83	Asima Das	Student	1st sem.	B.A. Beng. Hons	8944803971	Asima Das
84	Rupali Sarkar	Student	1st sem	History (H)	7318943462	Rupali Sarkar

**Mental Health Survey on the Prevalence of Non-Suicidal
Self Injury among adolescence and adult students**



THE GAYATRI CHETNA FOUNDATION

Corporate Office : 136, B.B. Ganguly Street, Kolkata - 700012

Unit of The George Telegraph Group

In Association With
GEORGE COLLEGE



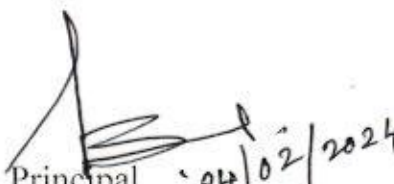
To,

Subject: Permission for Data Collection

Respected Madam/Sir,

This is to inform you that **Ms. Swarnali Nath**, student of the Department of Clinical Psychology, The Gayatri Chetna Foundation, CCPTR MAKAUT WB, is pursuing her 2-year Master Degree in Clinical Psychology. She wants to visit your esteemed academic institution to collect data for her Dissertation Topic: **The Prevalence of Non-Suicidal Self Injury among Adolescents and Adults in West Bengal** under the supervision of Ms. Rajeswaree Basu, Assistant Professor, The Department of Clinical Psychology, The Gayatri Chetna Foundation for partial fulfilment of her course. Hence, we humbly request you to allow Swarnali Nath to collect data for the fulfilment of her work. The data will be strictly used for thesis purposes only.

Regards,


Principal 24/02/2024
The Gayatri Chetna Foundation
CCPTR, MAKAUT, WB





DINABANDHU ANDREWS COLLEGE

(Government Sponsored)

Estd. 1956

Ref. No.

Date

TO WHOM IT MAY CONCERN

This is to certify that Ms. Rajeswaree Basu, Assistant Professor, Psychologist and Course Coordinator at The Department of Clinical Psychology, George Group of Colleges, MAKAUT has supervised and conducted a project for NAAC on Mental Health Survey of the students of Dinabandhu Andrews College.

[Dr. Somnath Mukhopadhyay]

Principal

Dinabandhu Andrews College

Garia, Kolkata- 700084

Dinabandhu Andrews College
Baishnabghata, P.O. - Garia
Dist. 24 Parganas (S), Kolkata - 700 084



DINABANDHU ANDREWS COLLEGE

(Government Sponsored)
Estd. 1956

Ref. No.

Date

TO WHOM IT MAY CONCERN

This is to certify that Ms. Swarnali Nath, student of M. Sc in Clinical Psychology Department, has been a part of datacollection and report making for the NAAC project on Mental Health Survey of The Students of Dinabandhu Andrews College, under the supervision of Ms. Rajeswaree Basu, Assistant professor, Psychologist and Course Coordinator at The Department of Clinical Psychology, George Group of Colleges, MAKAUT.

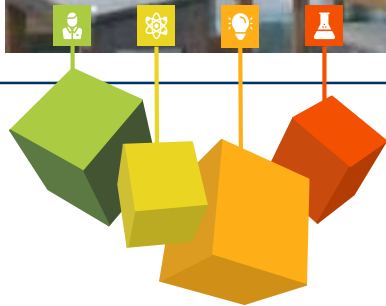
[Dr. Somnath Mukhopadhyay]
Principal

Dinabandhu Andrews College
Garia, Kolkata- 700084

Principal
Dinabandhu Andrews College
Baishnabghata, P.O. - Garia
Dist. 24 Parganas (S), Kolkata - 700 084

MENTAL HEALTH
SURVEY REPORT OF
THE STUDENTS OF

DINABANDHU ANDREWS COLLEGE



EXECUTIVE SUMMARY:-

This current survey has been done by Swarnali Nath, student of MSc in Clinical Psychology, The Gayatri Chetna Foundation College, CCPTR MAKAUT, under the guidance of Assistant Professor & RCI Registered Psychologist Ms Rajeswaree Basu, to find out the prevalence of Non-Suicidal Self Injurious (NSSI) behaviours, the level of academic stress, anxiety, depression, psychological stress, interpersonal competency and barriers to seek psychological help among students of Dinabandhu Andrews College.

In March 2024, 120 students participated in our study. They ranged in age from 18-24 years and were enrolled in bachelor's degree programs at the time of this survey. The findings of the prevalence of NSSI among them and their mental health well-being have been presented here.



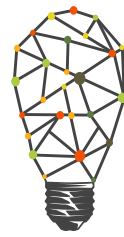
PROCEDURE:-

A Google form with Demographic schedule, the level of academic stress, anxiety, depression, psychological stress, interpersonal competency and barriers to seek psychological help, was circulated among the students, in March , 2024. Responses were recorded, scored individually and an overall report has been prepared according to the responses. All data were self-reported. The data have been stored securely and handled with utmost privacy.



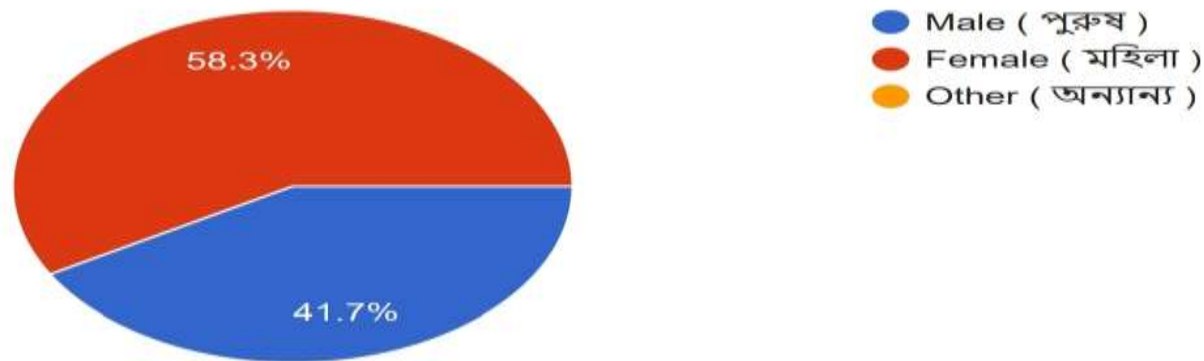
PROJECT GOALS:-

Finding out the prevalence of NSSI, the level of academic stress, anxiety, depression, psychological stress, interpersonal competency and barriers to seek psychological help among students of Dinabandhu Andrews College.

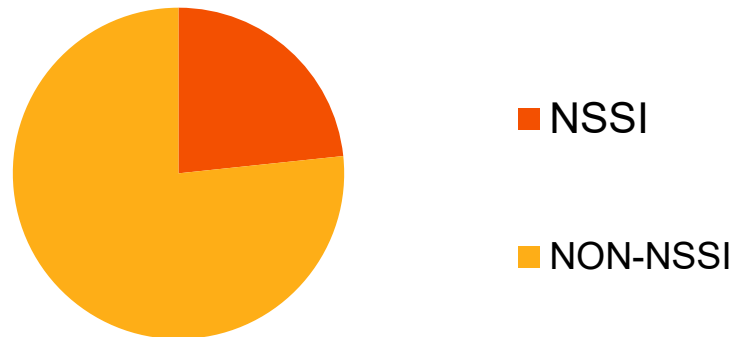


RESULTS:-

- Total 120 students participated in this survey, among them 50 are Males (41.7%) and 70 are Females (58.3%).



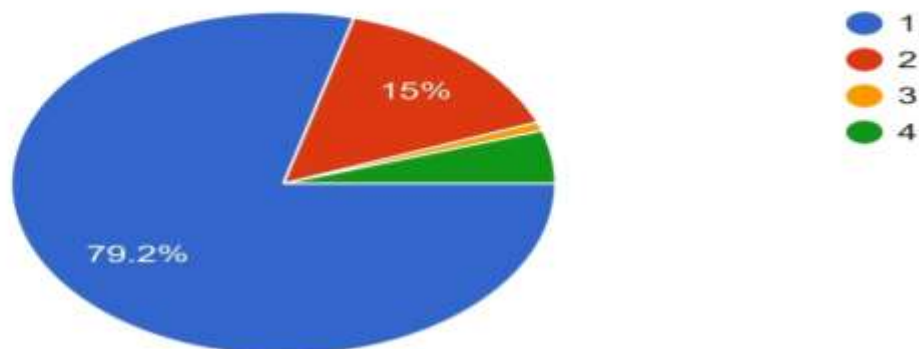
- Total 28 students, i.e. 23.33% students have attempted NSSI one or several times.



- Out of 28 students also some of the students used NSSI as a practice or step to attempt suicide.

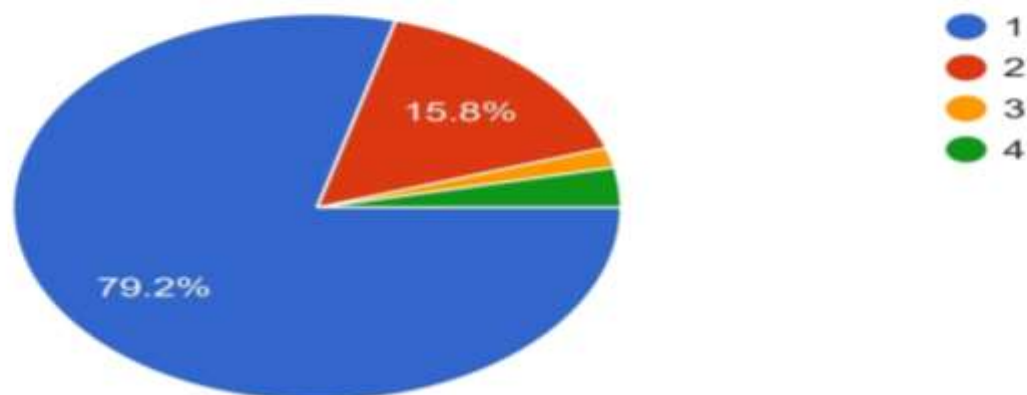
as a way to practice suicide (আত্মহত্যা অনুশীলন করার উপায় হিসাবে)

responses

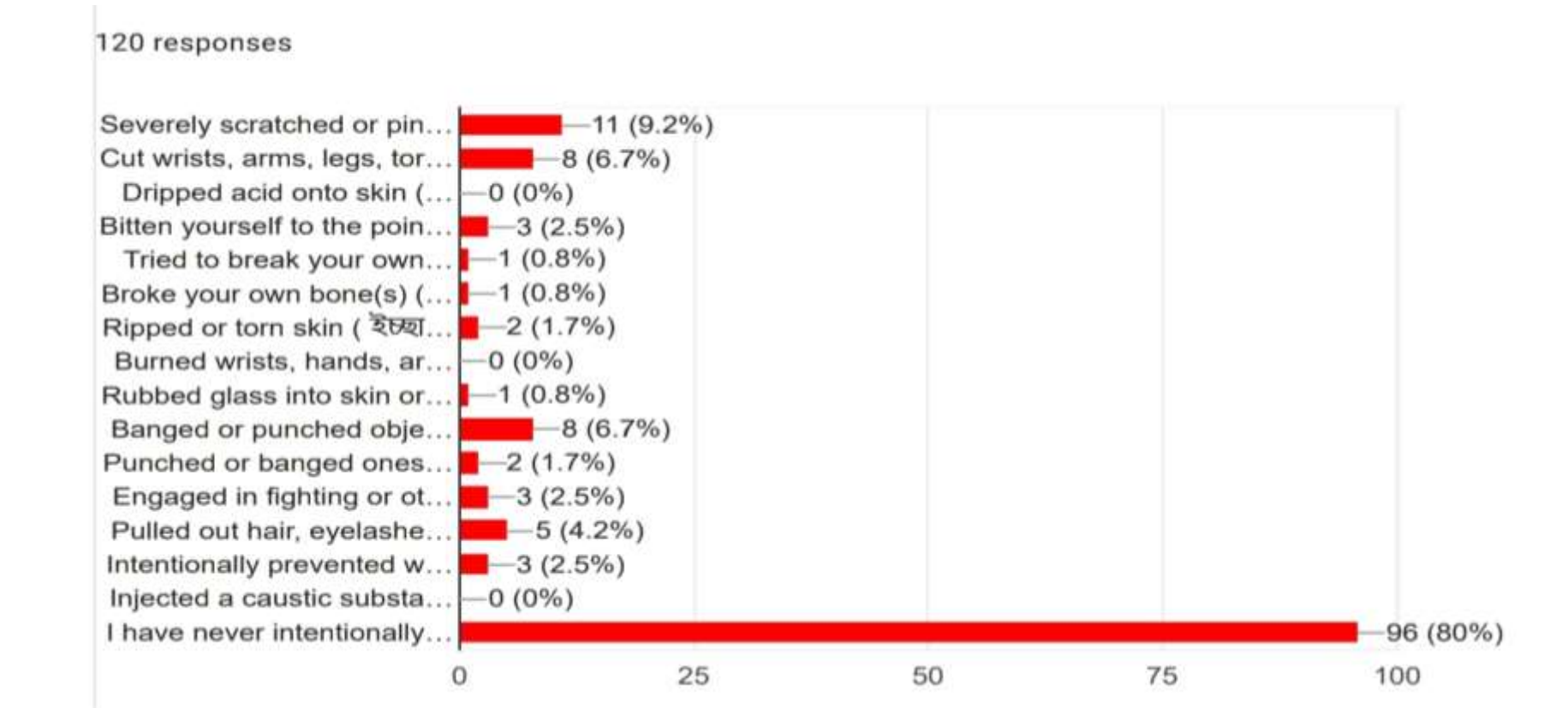


as an attempt to commit suicide (আত্মহত্যার পদক্ষেপ হিসাবে)

responses



- Out of 28 students attempting NSSI, 20 students are Females and 8 students are Males.



Graph: Different ways in which students attempted NSSI

FINDINGS:-

- Out of 28 students attempting NSSI, 20 students are Females and 8 students are Males
- Out of 120 students, 42 students, who didn't have any NSSI history have reported symptoms of stress, anxiety and depression at mild- extremely severe levels.
- Out of 120 students, 36 students with no-NSSI history have no/normal range of Stress, Anxiety and Depression
- Out of 120 students, 14 students with no-NSSI history have normal range of stress, anxiety and depression, although, they have reported some problems such as, difficulty in concentration, Memory issue, nervousness, headache, loss of sleep, lack of appetite, lack of interest, lack of confidence and other specific issues.



RECOMMENDATIONS:-

- On the basis of the results, it can be concluded that further assessment can be done for a proper psychological profile of each student to identify the key factors of mental health issues. The psychometric evaluation will help in diagnosing the areas of mental health problems.
- Some of the students who have been identified with NSSI and other mental health issue are provide with intervention techniques and recommendations for improving their mental health. Some of the intervention techniques suggested are DBT, CBT, mindfulness exercises such as JPMR, raisin exercise, relaxation techniques such as deep breathing Journaling, SFBT.

CONCLUSION :-

From the survey it has been found that the prevalence of NSSI among the students is 23.33% and the female students are more prone to NSSI than the male students. Also found that 35% students with no NSSI history students have reported symptoms of stress, anxiety and depression at mild to extremely severe levels.

However, the sample size is very less and hence it can not be generalized. Therefore, further assessment is required along with proper psychological counselling services to be provided for the mental wellbeing of the students.

MENTAL HEALTH SURVEY REPORT OF THE STUDENTS OF DINABANDHU ANDREWS COLLEGE



Sl No.	Gender	Name	Age	Course	Class	Academic Year	Average Academic Performance (%)	NSSI	AS	IC						S	A	D	BSPH	Problems shared by Students	Results/ Overall Impression	Recommendations
										D 1	D 2	D 3	D 4	D 5	TOTAL							
1	Female	Shreya Barui	21	BSc Geography (H)	5 th Sem	2021	58%	32	22	19	14	19	29	28	109	20	16	15	68		She has tendency of harming herself without suicidal intention and she has successfully attempted several times. She has above average academic stress, with extremely severe stress, anxiety and depression. She has near average interpersonal competency and above average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling required •Cognitive Behavioral Therapy can be applied •Practice relaxation techniques like Mindfulness, Yoga •Tasks to enhance goal focused attention •Practice Jacobson's Progressive Muscular Relaxation Exercise •Behavioural Activation Worksheet can be used •Exercise regularly •Maintain a balanced diet •Practice sleep hygiene- eg. Avoid using digital gadgets 1-2 hours before bed •Encourage to involve in a positive support group •Art or Music Therapy can be applied Future Implications:- Professional help required
2	Female	Shilpi Sen	19	BSc Geography (H)	3 rd Sem	2022	70%	46	25	22	20	20	29	26	117	9	9	9	51		She has tendency of harming herself without suicidal intention. She has above average academic stress, with mild stress, severe anxiety and moderate depression. She has near average interpersonal competency and average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling required •Thought restructuring can be applied •Journaling suggested •Engage in physical activities •Dialectical Behaviour Therapy is suggested •Token Economy can be applied •Practice deep breathing exercise •Colour Therapy can be applied •Practice yoga and meditation •Sleep hygiene maintained- Avoid doing other tasks sitting on the bed where you sleep, use a calm and dim light Future Implications:- Professional help required
3	Male	Dhruvajyoti Saha	20	BSc Physics (H)	6 th Sem	2023-2024	72%	0	5	18	16	24	24	28	110	3	0	3	35		He has very low academic stress, although, he has reported some problems such as forgets easily, feels inferior, feels failure, worry about parents' expectations, therefore, further assessment can be done for proper psychological profile. He has normal range of stress, anxiety and depression. He has near average interpersonal competency and below average barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Solution Focused Brief Therapy can be applied •Try mnemonics for better memorization •Practice Yoga
4	Male	Krishnendu Neogi	19	BSc Bio (G)	3 rd Sem	2023-2024	62%	0	0	40	31	32	40	40	183	2	0	0	34		He has no academic stress, with normal range of stress, anxiety and depression. He has near high interpersonal competency and below average barriers in seeking psychological help.	Further assessment can be required for proper Psychological profile. Recommendation:- •Practice Yoga and Meditation •Maintain healthy diet
5	Male	Moken Loya	20	Sericulture	6 th Sem	2021	7.6	0	10	24	24	24	24	24	120	2	0	0	51		He has below average academic stress, with normal range of stress, anxiety and depression. He has above average interpersonal competency and average barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Make routines for your study time- Time management techniques •Practice deep breathing •Engage in physical activities
6	Male	Aditya Lahiri	20	BSc Botany (H)	3 rd Sem	2023-2024	82%	0	0	8	8	8	8	8	40	2	0	0	17		He has no academic stress, with normal range of stress, anxiety and depression. He has very low interpersonal competency and very low barriers in seeking psychological help. Therefore, further assessment can be done for proper Psychological profile.	Further assessment can be done for proper Psychological profile. Recommendation:- •Therapy is suggested •Jacobson's Muscle Relaxation Exercise can be helpful •Social Skill training can be applied •Group Therapy can be helpful •Practice Mindful listening exercise Future Implications:- Professional help required

7	Male	Subhankar Mondal	18	BSc (G)	1 st Sem	2024	0	0	16	19	17	15	22	21	94	7	0	6	39		He has average academic stress, with normal range of stress, anxiety and mild depression. He has below average interpersonal competency and low barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Make proper study time routine- time management techniques need to practiced •break down your syllabus into small achievable goals •Guided Imagery can be helpful •Practice yoga, meditation
8	Female	Sneha Naskar	20+	BSc Geography (H)	3 rd Sem	2023	72%	44	23	21	27	32	40	28	148	8	7	3	40		She has tendency of harming herself without suicidal intention and she has successfully attempted once. She has above average academic stress, with mild stress, moderate anxiety and normal depression. She has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling required •Anger management training should be given •Dialectical Behavioral Therapy can be applied •Thought restructuring can be helpful •Set small achievable goals •Practice sleep hygiene •Take regular physical exercise •Art Therapy can be helpful •Avoid caffeine intakes Future Implications:- Professional help required
9	Female	Ishita Pradhan	21+	BSc Botany (H)	6 th Sem	2023- 2024	NA	0	0	26	26	26	25	23	126	2	0	0	17		She has no academic stress, with normal range of stress, anxiety and depression. She has above average interpersonal competency and very low barriers in seeking psychological help.	Further assessment can be required for proper Psychological profile. Recommendation:- •Set achievable goals •Practice Five Senses Mindfulness exercise •Mindful seeing can also be helpful
10	Female	Shreya Mondal	22	BA English (H)	6 th Sem	2024	6.8	37	20	32	23	26	38	28	147	10	15	7	30	Depression and sadness from betrayal in friendship	She has tendency of harming herself without suicidal intention and she has successfully attempted once. She has above average academic stress, with moderate stress, extremely severe anxiety and moderate depression. She has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling required •Dialectical Behavioral Therapy can be applied •Guided Imagery can be helpful •Functional Behavioral Analysis can be applied •Exposure Therapy can be helpful •Raisin exercise can also be helpful •Practice deep breathing exercise Future Implications:- Professional help required
11	Female	Sana Mukherjee	19+	BA English (H)	4 th Sem	2024	6.6	0	3	29	24	38	37	36	164	7	0	0	17		She has very low academic stress, with normal range of stress, anxiety and depression. She has high above average interpersonal competency and very low barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice deep breathing exercise •Practice yoga and meditation •Maintain a healthy diet
12	Female	Bidisha Ghosh	20	BA English (H)	4 th Sem	2023- 2024	62.50%	0	24	26	35	24	37	25	147	11	11	10	34		She has high academic stress, with moderate stress, extremely severe anxiety and moderate depression. She has high above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Cognitive Behavioral Therapy is suggested •Practice Jacobson's Progressive Muscular Relaxation Exercise •Behaviour Modification is suggested using ABC model to identify triggering situations •Behavioural Activation Worksheet should be maintained •Make a proper time management plan •Socratic Questioning may be helpful •Engage yourself in enjoyable activities Future Implications:- Professional help required
13	Female	Sumita Dutta	19	BA	4 th Sem	2024	71.13%	20	2	21	13	13	11	12	70	5	1	0	17		She has tendency of harming herself without suicidal intention and she has successfully attempted once. She has very low academic stress, although, she has reported some problems such as forgets easily, difficult to concentrate. She has normal range of stress, anxiety and depression, although, she tends to over-react, feels nervous, gets agitated, finds it difficult to relax, feels herself as touchy and cannot tolerate when she does not get what she wants to some extent, therefore further assessment can be done. She has below average interpersonal competency and very low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling required •Solution Focused Brief Therapy may be helpful •Interpersonal Therapy is suggested •Practice deep breathing exercise •Attention modification tasks such as backward counting, Raisin exercise can be practiced Future Implications:- Professional help required
14	Female	Priyanka Mondal	18	BA English (H)	3 rd Sem	2023- 2024	80%	0	1	30	13	22	38	30	133	7	0	0	27		She has very low academic stress, with normal range of stress, anxiety and depression. She has high above average interpersonal competency and low barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice yoga and meditation •Maintain a healthy diet

15	Male	Ranjit Das	19	BA English (H)	3 rd Sem	2022-23	6.4	0	0	32	19	29	28	29	137	2	0	0	17		He has no academic stress, with normal range of stress, anxiety and depression. He has high above average interpersonal competency and very low barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice Mindful listening exercise •deep breathing exercises should be practiced regularly •Maintain a healthy diet
16	Female	Kavita Rai	20+	BA English (H)	6 th Sem	2021	65.70%	44	24	24	21	17	40	32	134	13	17	18	52	Mental and emotional issues regarding her family doesn't accept her relationship. She has reported that suicidal thoughts come in her mind during arguments with family.	She has tendency of harming herself and she has successfully attempted several times, even some of them are as an attempt to commit suicide to some extent. She has high academic stress, with severe stress, extremely severe anxiety and extremely severe depression. She has above average interpersonal competency and above average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling required •Cognitive Behaviour Therapy is suggested •Existential Therapy may be suggested also •Practice Mindful listening exercise •Guided imagery techniques may be helpful •Practice Physical exercise regularly •Family counseling may be required •Interpersonal Therapy may be required Future Implications:- Professional help required
17	Female	Priyadarshini Roy	19	BA English (H)	4 th Sem	2024	68.75%	0	2	22	8	22	16	24	92	11	3	8	66		She has very low academic stress, with moderate stress, normal anxiety and moderate depression. She has below average interpersonal competency and above average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Dialectical Behaviour Therapy is suggested •Practice relaxation techniques such as deep breathing exercise •Behaviour Activation Worksheet can be practiced Future Implications:- Professional help required
18	Male	Riddhibrata Maity	21	BA Bengali (H)	6 th Sem	2021- 2024	62%	0	14	26	26	37	40	40	169	3	0	0	17		He has average academic stress, with normal range of stress, anxiety and depression. He has high above average interpersonal competency and very low barriers in seeking psychological help.	Further assessment can be required for proper Psychological profile. Recommendation:- •Solution Focused Brief Therapy is suggested •Use mnemonics for better memorization •Practice yoga and meditation •Practice Mindful listening exercise •Social skill training can also be helpful
19	Male	Sanjay Singh	21	BA Bengali (H)	6 th Sem	2021	50%	0	3	30	26	16	32	12	116	5	3	0	44		He has very low academic stress, yet, he has reported that he feels loss of sleep, doesn't like to talk to anyone, doesn't feel to come in college. He has normal range of stress, anxiety and depression. Although, he finds it hard to relax, feels scared without good reasons, becomes nervous, gets agitated and tends to overreact to some extent. Therefore, further assessment can be done. He has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice Mindful listening exercise •Solution Focused Brief Therapy is suggested •Avoid digital gadgets before 1-2 hours of sleep •Try to avoid doing other tasks sitting on the same bed where you sleep •Regularly practice physical exercise Future Implications:- Professional help required
20	Female	Manaswita Jana	21	BSc (H)	6 th Sem	2023- 2024	50%	78	6	14	27	32	38	33	144	6	2	2	23		She has high tendency of harming herself and she has successfully attempted several times. But, she has reported that she has attempted both to avoid committing suicide and as a way to practice and as an attempt to commit suicide. Also she has reported that her primary intention was not committing suicide. Therefore, further assessment is required for a proper psychological profile. She has low academic stress, with normal stress, anxiety and depression, although, she has reported that she finds it hard to wind down, gets nervous, agitated to some extent and overreacts most of the time. She has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling required •Cognitive Behavioural Therapy is suggested •Art / Music Therapy may be helpful •Practice Jacobson's Progressive Muscle Relaxation Exercise •Practice 5 sense mindfulness exercise Future Implications:- Professional help required
21	Female	Sharmistha Mondal	18+	BSc (G)	3 rd Sem	2022	50%	0	13	30	22	17	18	32	119	2	0	8	24		She has average academic stress, with normal range of stress, anxiety and moderate depression, although she has reported that she has feelings of hopelessness, worthlessness and difficulty in initiating tasks to some extent, therefore further assessment can be done. She has high above average interpersonal competency and low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Cognitive Behavioral Therapy is suggested •Solution Focused Brief Therapy can be suggested •Practice deep breathing exercise •Observer's meditation can also be helpful •Behaviour Activation Worksheet should be used Future Implications:- Professional help required

22	Female	Anindita Das	20	BA English (H)	6 th Sem	2023-24	60%	0	22	18	19	25	25	24	111	13	7	11	37	She has above average academic stress, with severe stress, moderate anxiety and severe depression. She has above average interpersonal competency and low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling required •Cognitive Behaviour Therapy is suggested •Exposure Therapy is required •Interpersonal Therapy may be required •Practice Raisin exercise •Mindful seeing will also be very helpful •Practice yoga and meditation •Make a proper sleep routine •Group Therapy can also be helpful Future Implications:- Professional help required
23	Female	Sanbhita Halder	20	BSc Chemistry	1 st Sem	2023-24	86.60%	0	21	23	19	17	23	24	127	10	15	10	56	She has above average academic stress, with moderate stress, extremelysevere anxiety and moderate depression. She has above average interpersonal competency and above average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Cognitive Behavioral Therapy is suggested •Practice Jacobson's Progressive Muscle Relaxation Exercise •Existential Therapy can also be applied •Practice body scanning and mindful listening •Make a proper time management plan •Use mnemonics for better memorization •Vivo and Vitro techniques will be helpful •Interpersonal Therapy is required Future Implications:- Professional help required
24	Female	Sudeshna Majumder	20	BSc Geography (H)	5 th Sem	2021	62%	0	25	26	22	13	36	31	128	14	12	18	55	She has above average academic stress, with severe stress, extremelysevere anxiety and extremely severe depression. She has above average interpersonal competency and above average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Solution Focused Brief Therapy is suggested •Dialectical Behaviour Therapy is also suggested •Practice deep breathing exercise •Guided imagery techniques will be helpful •Socratic questioning can also be applied •Make a proper time management plan •Set small achievable goals with positive reinforcement •Practice Journaling Future Implications:- Professional help required
25	Female	Anasuya Sardar	21	BA Bengali (H)	6 th Sem	2021-2024	70%	0	0	28	29	36	39	40	172	2	0	0	17	She has no academic stress, with normal range of stress, anxiety and depression. She has high above average interpersonal competency and very low barriers in seeking psychological help	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice Yoga and Meditation •Maintain a healthy diet
26	Female	Anwesha Das Podder	21	BSc (H)	1 st Sem	2023-2024	NA	0	3	24	17	17	25	25	108	4	2	0	39	She has very low academic stress, with normal range of stress, anxiety and depression. She has above average interpersonal competency and low barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice Yoga and Meditation •Maintain a healthy diet
27	Male	Tamaghna Maitra	21	HISA	6 th Sem	2021-2024	69%	0	11	20	28	33	24	33	138	5	17	15	68	He has below average academic stress, with normal range of stress, extremely severe anxiety and depression. He has above average interpersonal competency and above average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Cognitive Behavioral Therapy is suggested •Practice deep breathing exercise •Mindful eating should be practiced •Practice attention enhancing tasks such as backward counting •Group Therapy may be helpful •Behavioural Activation Worksheet should be maintained Future Implications:- Professional help required
28	Female	Rageshree Chowdhury	21	BSc Microbiology (H)	5 th Sem	2024	82.50%	38	21	21	25	31	32	30	139	9	6	14	45	She has tendency of harming herself without suicidal intention and she has attempted successfully several times and also is very likelyto hurt herself again. She has above average academic stress, with mild stress, moderate anxiety and extremely severe depression. She has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Dialectical Behaviour Therapy is suggested •Cognitive restructuring is also required •Practice Body Scanning •Practice deep breathing exercise •Engage yourself in physical activities regularly •Colour Therapy is suggested •family counseling may be required Future Implications:- Professional help required
29	Male	Pratap Mistry	22	BSc Math (H)	4 th Sem	2023-24	62%	0	19	22	16	17	22	30	107	7	9	3	36	He has above average academic stress, with normal range of stress, severe anxiety and normal level of depression. He has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Cognitive Behavioral Therapy is suggested •Interpersonal Therapy is also suggested •Exposure Therapy can also be applied •Social skill training can be helpful •Practice yoga and meditation •Jacobson's Progressive Muscle Relaxation Exercise should be practiced •Encourage to involve in a positive support group Future Implications:- Professional help required

30	Female	Sanchita Maity	19	BSc bio (G)	3 rd Sem	2022	60%	34	25	19	25	15	30	24	113	12	5	8	50		She has tendency of harming herself without suicidal intention and has also performed successfully several times. She has high academic stress, with moderate stress, anxiety and depression. She has above average interpersonal competency and average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Dialectical Behavioural Therapy is suggested •Solution Focused Brief Therapy is also suggested •Make a proper time management plan •Set small achievable goals •Practice deep breathing exercise regularly •Practice yoga and meditation •Social skill training may be required Future Implications:- Professional help required
31	Female	Supriya Mondal	18	BA English (H)	4 th Sem	2024	12.4	0	7	32	22	36	39	40	169	8	5	3	29		She has very low academic stress,although she has reported problems such as difficulty to concentrate, hesitation in asking,orry about parent's expectations,headache, nervousness, getting bored easily and feeling sleepy. She has mild stress,moderate anxiety and normal level of depression. She has above average interpersonal competency and low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Cognitive Behavioural Therapy is suggested •Practice Mindful listening exercise •Deep breathing exercise should be practiced •Maintain a healthy diet •Individual counseling is required •Social skill training can be helpful Future Implications:- Professional help required
32	Female	Sarmi Ghosh	21+	BSc (H)	6 th Sem	2021-2024	72.67%	0	2	33	20	29	39	30	151	2	7	0	18		She has very low academic stress, with normal level of stress,moderate anxiety and normal level of depression. She has above average interpersonal competency and low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Cognitive restructuring is required •Practice Yoga and Meditation •Deep breathing exercises should be practiced •Maintain a healthy diet Future Implications:- Professional help required
33	Male	Antar Dey	18	BSc Zoology (H)	1 st Sem	2023-24	80%	0	22	17	17	27	30	19	110	13	3	8	18	Lack of confidence and tension about future	He has above average academic stress, with moderate stress, mild anxiety and moderate depression. He has above average interpersonal competency and very low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Solution Focused Brief Therapy is suggested •Behavioral Activation Worksheet should be practiced •Practice Raisin exercise •Music Therapy is suggested •Color Therapy can also be helpful •Interpersonal Therapy is required Future Implications:- Professional help required
34	Female	Shreetikana Aich	21	BA (H)	6 th Sem	2022	60%	42	21	23	26	28	38	32	147	12	6	8	51		She has tendency of harming herself without suicidal intention and shehas successfully attempted for several times. She has above average academic stress, with moderate stress, anxiety and depression. She has above average interpersonal competency and average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Cognitive Behavioural Therapy is suggested •Practice Mindful listening exercise •Deep breathing exercise should be practiced •Social skill training can be helpful •Engage yourself in enjoyable activities •Family counseling may be required Future Implications:- Professional help required
35	Male	Avijit Shankhari	21+	HISA	6 th Sem	2024	55%	0	8	21	25	24	20	30	120	14	12	9	46		He has low academic stress, yet, he has reported problems such as worry about parents' expectations,headache,nervousness, loss of sleep, not feeling like talking toanyone, helplessness and lack of interests. He has severe stress, anxiety and moderate depression. He has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Cognitive restructuring is suggested •Solution Focused Brief Therapy is suggested •Practice Jacobson's Progressive Muscle Relaxation Exercise •Mindful listening will be helpful •Practice Journaling •Behavioral Activation Worksheet should be maintained Future Implications:- Professional help required
36	Female	Urmil Das	20	BSc (G)	3 rd Sem	2024	67%	0	0	11	9	8	8	8	44	0	0	0	17		He has no academic stress, with normal level of stress, anxiety and depression. He has very low interpersonal competency and low barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice Yoga and Meditation •Maintain a healthy diet
37	Male	Suraj Biswas	20	HISA	3 rd Sem	2021	60%	0	0	8	8	8	8	8	40	0	0	0	34		He has no academic stress, with normal level of stress, anxiety and depression. He has very low interpersonal competency and low barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice Yoga and Meditation •Maintain a healthy diet
38	Female	Moumita Jana	20	BSc Botany (H)	6 th Sem	2021-2024	80%	0	0	13	9	23	16	10	71	3	4	9	20		She has no academic stress, with normal level of stress,mild anxiety and moderate depression. She has below average interpersonal competency and low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Existential Therapy is suggested •Interpersonal Therapy is suggested •Role playing may be helpful •Behavioral activation worksheet should be maintained •Practice physical exercise regularly •Colour Therapy is suggested •Group Therapy may be required Future Implications:- Professional help required

39	Female	Piu Mondal	20	BA History (H)	6 th Sem	2021	75%	0	11	36	29	23	39	22	149	2	0	0	57	She has near average academic stress, although she has reported problems such as difficulty in concentration, forgets easily, worry about parents' expectations, headache, nervousness, less desire to eat, loss of sleep, fast heart beats, helplessness and gets irritated with everyone. She has normal level of stress, anxiety and depression. She has above average interpersonal competency and above average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Solution Focused Brief Therapy is suggested •Make a proper time management plan •Practice Mindful listening exercise •Practice Yoga and Meditation •Practice sleep hygiene, such as avoiding using digital gadgets 1-2 hours before bed time •Socratic questioning can be helpful •Make a proper time management plan •Set small achievable goals •Make a proper diet plan Future Implications:- Professional help required
40	Male	Arkaprabha Mallik	19	BSc Microbiology (H)	1 st Sem	2023-24	NA	0	25	13	20	8	40	32	113	20	21	11	17	He has high academic stress, with extremely severe stress, anxiety and severe depression. He has above average interpersonal competency and very low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Cognitive Behavioral Therapy is suggested •Practice Jacobson's Progressive Muscle Relaxation Exercise •Practice Mindful eating •Vivo Vitro techniques can be applied •Interpersonal Therapy is required •Social skill training may be required Future Implications:- Professional help required
41	Male	Swagata Surya Mahapatra	21	BSc Zoology (H)	5 th Sem	2023-24	72.56%	0	2	19	16	22	32	28	117	4	3	0	19	He has very low academic stress, with normal level of stress, anxiety and depression. He has above average interpersonal competency and low barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice Yoga and Meditation •Maintain a healthy diet •Interpersonal Therapy is suggested
42	Female	Dona Mondal	20	BA (H)	6 th Sem	2021	60%	20	6	24	23	21	35	24	127	3	4	1	28	She has tendency of harming herself without suicidal intention. She has very low academic stress, yet, she has reported problems such as day dreams a lot, difficulty in problem solving, hesitate in asking, not feeling like talking to, likes to stay alone and lack of interest. She has normal level of stress, mild anxiety and normal depression. She has above average interpersonal competency and low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling required •Existential Therapy is suggested •Practice relaxation techniques such as Meditation, Yoga •Practice deep breathing exercise •Exercise regularly •Group Therapy may be required Future Implications:- Professional help required
43	Female	Rishika Halder	20	BSc Zoology (H)	5 th Sem	2024	80.05%	0	12	26	35	39	32	32	164	16	6	8	31	She has below average academic stress, with severe stress, moderate anxiety and depression. She has above average interpersonal competency and low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Cognitive Behavioural Therapy is suggested •Practice deep breathing exercise •Practice physical activities regularly •Mindful listening is suggested •Family counseling may be required Future Implications:- Professional help required
44	Female	Anumita Das	21	BSc Zoology (H)	6 th Sem	2021-2024	8.2	0	23	14	12	8	39	33	106	14	8	18	91	She has above average academic stress, with severe stress, anxiety and extremely severe depression. She has above average interpersonal competency and high barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Cognitive Behavioural Therapy is suggested •Interpersonal Therapy is suggested •Practice Jacobson's Progressive Muscle Relaxation Exercise •Practice Mindful listening exercise •Maintain journaling •Guided Imagery techniques may be helpful •Physical exercises regularly Future Implications:- Professional help required
45	Female	Supriti Halder	20+	BA History (H)	6 th Sem	2021-2024	80.38%	0	17	9	10	8	26	30	83	12	15	8	53	She has above average academic stress, with moderate stress, extremely severe anxiety and moderate depression. She has low average interpersonal competency and above average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Dialectical Behaviour Therapy is suggested •Solution Focused Brief Therapy is suggested •Make a proper time management plan •Practice deep breathing exercise •Mindful listening can also be helpful •Interpersonal Therapy is required •Music Therapy may be helpful Future Implications:- Professional help required
46	Male	Mritunjoy Bagchi	20	BSc Microbiology (H)	3 rd Sem	2022-23	7.9	0	5	29	23	22	32	24	130	9	9	5	22	He has very low academic stress, with mild stress, severe anxiety and mild depression. He has above average interpersonal competency and low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual counseling is suggested •Cognitive restructuring is required •Practice deep breathing exercise •Practice Jacobson's Progressive Muscle Relaxation Exercise •Colour Therapy is suggested Future Implications:- Professional help required

47	Male	Ankur Das	21	BSc Zoology (H)	6 th Sem	2021-24	72%	0	7	29	23	22	32	24	130	7	7	3	40	He has low academic stress, although she has reported problems such as difficulty in concentration, hesitation in asking, feeling under pressure, worry about parents' expectations, feeling sad, likes to stay alone and helplessness. She has mild stress, moderate anxiety and normal depression, although she has reported problems such as hopelessness, worthlessness to some extent. He has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Cognitive Behavioral Therapy is suggested •Functional Behavioral Analysis can be done to find out his trigger points •Practice 5 senses relaxation exercise •Guided imagery techniques may be helpful •Practice yoga and meditation •Social skill training may be required Future Implications:- Professional help required
48	Female	Moumita Karmokar	20	BA English (H)	4 th Sem	2024	65%	0	3	24	13	38	38	35	148	3	0	4	36	She has very low academic stress, with normal level of stress, anxiety and depression. She has above average interpersonal competency and low barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice deep breathing exercises •Maintain a healthy diet
49	Male	Akash Das Gupta	20+	BSc Zoology (H)	6 th Sem	2021-24	6	0	0	22	24	22	35	30	133	4	1	1	17	He has no academic stress, with normal level of stress, anxiety and depression. He has above average interpersonal competency and very low barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice yoga and meditation •Deep breathing exercise can be practiced •Maintain a healthy diet
50	Female	Sumaiya Gazi	20	BA History (H)	3 rd Sem	2022-23	68%	0	16	11	17	12	28	14	82	11	5	10	57	She has below average academic stress, with moderate stress, anxiety and depression. She has below average interpersonal competency and above average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Cognitive Behavioral Therapy is suggested •IT is required •Practice deep breathing exercise •Mindful listening will be helpful •Group Therapy may be required Future Implications:- Professional help required
51	Female	Dona Mandal	20	BSc Zoology (H)	6 th Sem	2024	73.88%	0	9	20	16	26	26	22	110	7	1	1	40	1) Severe confusion about career choice and planning 2) She liked one person very much who is now married, she can't get out of it and also can't share with her parents She has low average academic stress, yet, she has reported problems like difficulty to concentrate, day dreams a lot, feels under pressure, worry about parents' expectations, feels sad, gets headache, gets nervous, helplessness and likes to stay alone. She has normal stress, anxiety and depression. She has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Cognitive Behavioral Therapy is suggested •Acceptance and Commitment Therapy can also be helpful •Behaviour Activation Worksheet should be maintained •Practice deep breathing •Practice physical exercise regularly •Group Therapy may be helpful •IT may be required Future Implications:- Professional help required
52	Male	Avinava Halder	20	BA History (H)	6 th Sem	2023-24	63%	0	3	30	29	35	26	24	144	0	0	0	17	He has very low academic stress, with normal level of stress, anxiety and depression. He has above average interpersonal competency and very low barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice yoga and meditation •Maintain a healthy diet
53	Female	Archita Ghosh	19+	BA History (H)	4 th Sem	2022-23	60%	0	28	12	10	10	36	33	101	4	10	16	45	She has high academic stress, with normal stress, extremely severe anxiety and depression. She has average interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Cognitive Behavioral Therapy is suggested •Behaviour modification can be applied •Practice deep breathing exercise •Music Therapy may be helpful •Practice Mindful listening exercise •Interpersonal Therapy is required •Social skill training can be applied Future Implications:- Professional help required
54	Female	Swastika Acharya	20	BSc Microbiology (H)	3 rd Sem	2023	8.1	60	24	17	14	27	24	22	104	16	17	18	43	She feels she needs help because of her difficulties in interpersonal relationships and confusion whether she's anxious or depressed She has tendency of harming herself without suicidal intention and she has successfully attempted for several times and is also somewhat likely to attempt again. She has high academic stress, with severe stress, extremely severe anxiety and depression. She has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Cognitive Behavioral Therapy is suggested •Anger management training required •Interpersonal Therapy required •Practice Mindful listening exercise •Practice deep breathing exercise •Journaling can be helpful •Family counseling may be required Future Implications:- Professional help required
55	Female	Debolina Das	19+	BA History (H)	3 rd Sem	2022	75%	0	3	35	22	36	32	33	158	13	5	0	28	Very much tension about success and career She has very low academic stress, with severe stress, moderate anxiety and normal level of depression. She has above average interpersonal competency and low average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Solution focused brief Therapy is suggested •Existential Therapy is required also •Practice Observer's meditation •Journaling will be helpful •Group Therapy may be helpful Future Implications:- Professional help required

56	Female	Antara Mondal	19	BSc	4 th Sem	2022-23	75%	39	20	22	20	17	24	28	111	10	12	7	31	Fear of examination	She has tendency of harming herself without suicidal intention and she has successfully attempted for several times. She has above average academic stress, with moderate stress, severe anxiety and moderate depression. She has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Exposure Therapy is required •Systematic desensitisation is suggested •Reframing is required •Practice deep breathing exercise •Senses relaxation techniques can be helpful •Music Therapy can be applied •Interpersonal Therapy may be required Future Implications:- Professional help required
57	Male	Shovon Paul	21	BSc Zoology (H)	5 th Sem	2024	78.60%	0	3	13	12	18	24	25	92	0	0	0	65		He has very low academic stress, with normal level of stress, anxiety and depression. He has below average interpersonal competency and above average barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice Yoga and Meditation •Maintain a healthy diet
58	Male	Souvik Saha	18	BSc Microbiology (H)	1 st Sem	2023-24	NA	0	5	34	29	34	26	30	153	10	4	1	47		He has very low academic stress, with moderate stress, mild anxiety and normal level of depression. He has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Solution Focused Brief Therapy is suggested •Practice Raisin eating mindfulness exercise •Practice deep breathing •Social skill training can be helpful •Music Therapy can be applied •Yoga and meditation should be practiced Future Implications:- Professional help required
59	Female	Anwesha Majee	20	BSc Math (H)	4 th Sem	2022-25	6	30	17	12	18	28	36	21	115	3	1	1	20		She has tendency of harming herself without suicidal intention and she has also successfully attempted once. She has average academic stress, with normal level of stress, anxiety and depression. She has above average interpersonal competency and low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Dialectical Behaviour Therapy is suggested •Practice body scanning •Practice Jacobson's Progressive Muscle Relaxation Exercise •Interpersonal Therapy may be required •Practice physical exercise regularly Future Implications:- Professional help required
60	Female	Prity Biswas	21	HISA	6 th Sem	2021-2024	60%	0	0	8	8	8	8	8	40	0	0	0	34		She has no academic stress, with normal stress, anxiety and depression. She has very low interpersonal competency and below average barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •IT is required •Practice yoga and meditation •Maintain a healthy diet •Family counseling may be required Future Implications:- Professional help required
61	Male	Soham Brahmachary	23+	BA History (H)	6 th Sem	2023-24	65.78%	0	6	15	8	8	11	11	53	3	5	2	18		He has very low academic stress, although, she has reported some problems such as worry about parents' expectations, loss of sleep, helplessness, lack of interest, and does not like to go to college. He has normal level of stress, moderate anxiety and normal level of depression. He has low interpersonal competency and very low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Cognitive Behaviour Therapy is suggested •Practice deep breathing exercise •Engage yourself in physical activities regularly •Practice sleep hygiene •Practice Mindful listening exercise Future Implications:- Professional help required
62	Male	Akash Kumar Sah	21	BSc Botany (H)	5th Sem	2021-2024	63%	64	6	38	28	21	28	25	140	4	5	1	25		He has tendency of harming himself without suicidal intention and he has successfully attempted once as a way to practice committing suicide. He has very low academic stress, with normal level of stress, moderate anxiety and normal depression. He has above average interpersonal competency and low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Cognitive Behaviour Therapy is suggested •Social skill training is required •Practice Body Scanning •Mindful listening will be helpful •Practice deep breathing exercise •Family counseling may be required Future Implications:- Professional help required
63	Female	Rupanjali Bhattacharjee	20	BSc Math (H)	3rd Sem	2024	60%	0	29	9	8	8	8	8	41	4	6	4	29		She has high academic stress, with normal stress, moderate anxiety and normal depression. She has very low interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Cognitive Behaviour Therapy is suggested •Make a proper time management plan •Set small achievable goals with positive reinforcement •Vivo, Vitro techniques may be required •Interpersonal Therapy is required •Social skill training is required •Practice deep breathing exercise Future Implications:- Professional help required

64	Female	Suparna Mondal	20	BA English (H)	NA	2023-24	80%	0	0	13	11	14	31	12	81	6	1	1	35		She has no academic stress, with normal stress, anxiety and depression. She has below average interpersonal competency and below average barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice Mindful listening exercise •Maintain a healthy diet •T is required
65	Male	Soumya Ghosal	20	Physics Major	1st Sem	2023-27	79%	49	19	16	10	34	22	35	117	13	2	8	48		He has tendency of harming himself without suicidal intention and he has successfully attempted for several times. He has above average academic stress, with severe level of stress, normal anxiety and moderate depression. He has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Dialectical Behavioral Therapy is suggested •Practice yoga and meditation •Solution Focused Brief Therapy may be required •Observer's meditation will be helpful Future Implications:- Professional help required
66	Male	Saheb Mondal	18	Pol.Sc. (H)	1st Sem	2023-24	NA	0	15	23	20	21	17	24	105	7	9	8	41		He has average academic stress, with normal stress, severe anxiety and moderate depression. He has above interpersonal competency and very low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Existential Therapy is suggested •Practice Ratin exercise •Engage in physical activities regularly. •Interpersonal Therapy may be required. Future Implications:- Professional help required
67	Female	Nafesha Mondal	19	Pol.Sc. (H)	6th Sem	2024-25	7.34	0	12	25	19	16	16	33	109	14	3	5	69		She has near average academic stress, although she has reported problems such as, with severe stress, normal anxiety and mild depression. She has average interpersonal competency and above average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Solution Focused Brief Therapy is suggested •Practice deep breathing exercise •Music Therapy may be helpful •Behavioral activation worksheet should be practiced •Group Therapy may be required Future Implications:- Professional help required
68	Female	Bristi Chakraborty	18+	Pol.Sc. (H)	1st Sem	2024	60%	34	14	24	25	21	36	29	135	13	15	16	52	Overthinking , hopelessness, afraid of everything	She has tendency of harming herself without suicidal intention and she has successfully attempted once. She has average academic stress, with severe stress, anxiety and depression. She has above average interpersonal competency and above average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Cognitive Behavioral Therapy is required •Dialectical Behavioral Therapy may be suggested also •Practice yoga and meditation •Anger management training may be helpful •Practice Mindful listening exercise •Practice Journaling •Senses Colour Therapy may be helpful Future Implications:- Professional help required
69	Female	Sneha Saha	18+	Pol.Sc. (H)	1st Sem	2023-24	NA	45	19	15	19	20	22	21	97	11	8	11	57		She has tendency of harming herself without suicidal intention and she has successfully attempted for several times. She has above average academic stress, with moderate stress, severe anxiety and depression. She has below average interpersonal competency and above average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Cognitive Behavioral Therapy is suggested •Anger management training •Interpersonal Therapy is required •Practice Observer's meditation •Practice deep breathing exercise •Journaling will be helpful •Guided imagery may be helpful as well •Make proper study routine •Shaping and Chaining can be applied Future Implications:- Professional help required
70	Male	Baibhab Roy	19	Pol.Sc. (H)	NA	2023	NA	0	8	8	8	8	8	8	40	8	8	6	57		He has low academic stress, although, he has reported problems such as fast heart beats, helplessness, not feels like talking to, likes to stay alone, lack of interest and does not like to come in college. He has mild stress, severe anxiety and mild depression. He has very low interpersonal competency and above average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Cognitive Behavioral Therapy is suggested •Interpersonal Therapy is suggested •Practice Jacobson's Progressive Muscle Relaxation Exercise •Practice Body Scanning •Mindful listening may be helpful •Family counseling may be required •Group Therapy may be helpful Future Implications:- Professional help required

71	Male	Supratim Murnu	19	Pol Sc. (H)	1st Sem	2023-24	NA	0	24	17	24	22	27	29	119	12	10	16	55	Confusion about he might be trans	He has high academic stress, with moderate stress, extremely severe anxiety and extremely severe depression. He has above average interpersonal competency and above average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Cognitive Behavioral Therapy is suggested •Socratic questioning can be helpful •Make small achievable goals and give yourself positive reinforcement in successful attempts •Make proper study routine •Practice Jacobson's Progressive Muscle Relaxation Exercise •Reframing can be practiced •Practice guided imagery techniques •Practice deep breathing exercise Future Implications:- Professional help required
72	Female	Tithi Mondal	21	GISA	6th Sem	2021	60%	0	0	16	16	16	16	16	80	0	0	0	37		She has no academic stress, with normal stress, anxiety and depression. She has below average interpersonal competency and below average barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice yoga and meditation •Maintain a healthy diet
73	Male	Bipin Mondal	21	Pol Sc	6th Sem	2021	65%	0	7	26	19	19	20	20	104	0	0	4	52		He has very low academic stress, with normal stress, anxiety and depression. He has average interpersonal competency and average barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice yoga and meditation •Maintain a healthy diet
74	Female	Jayashree Routh	22	BA Bengali (H)	5th Sem	2021-22	30%	0	0	40	40	40	40	40	200	0	0	0	17		She has no academic stress, with normal stress, anxiety and depression. She has very high interpersonal competency and very low barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice yoga and meditation •Maintain a healthy diet
75	Male	Avi Sardar	22+	BA Bengali (H)	6th Sem	2020-21	45%	52	18	18	29	33	37	34	151	10	13	14	58		He has tendency of harming himself and he has made a successful attempt as a way to practice suicide. He has above average academic stress, with moderate level of stress, extremely severe anxiety and depression. He has above average interpersonal competency and above average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling required •Exposure Therapy is suggested •Dialectical Behaviour Therapy may be helpful •Practice deep breathing exercise •Practice Jacobson's Progressive Muscle Relaxation Exercise •Make a proper time management plan •Interpersonal Therapy is suggested Future Implications:- Professional help required
76	Male	Sourav Naskar	21	BA (H)	4th Sem	2022	66%	0	3	21	17	8	36	16	98	0	0	0	17		He has very low academic stress, with normal stress, anxiety and depression. He has below average interpersonal competency and very low barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice yoga and meditation •Maintain a healthy diet
77	Male	Saheb Mondal	18	Pol Sc (H)	1st Sem	2023-24	NA	40	14	24	24	24	24	23	119	7	7	7	44		He has tendency of harming himself without suicidal intention. He has average academic stress, with normal level of stress, moderate anxiety and depression. He has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling required •Dialectical Behaviour Therapy is suggested •Anger management training can be applied •Practice yoga and meditation •Colour Therapy may be helpful Future Implications:- Professional help required
78	Female	Priyanka Mondal	21+	BA Bengali (H)	4th Sem	2022	58%	0	0	32	32	32	32	32	160	0	0	0	17		She has no academic stress, with normal stress, anxiety and depression. She has above average interpersonal competency and very low barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice yoga and meditation •Maintain a healthy diet
79	Male	Supratik Maji	18	Pol Sc	1st Sem	2023	NA	0	2	12	12	25	36	20	105	0	0	4	23		He has very low academic stress, with normal stress, anxiety and depression. He has average interpersonal competency and very low barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice yoga and meditation •Maintain a healthy diet
80	Female	Paromita Purkait	21	BA	6th Sem	2021-24	60%	0	5	31	21	31	32	26	141	10	3	0	24		She has very low academic stress although, she has reported problems such as does not answer, lack of interest, doesn't like to come in college and worry about parents' expectations. She has moderate stress, normal anxiety and depression. She has above average interpersonal competency and very low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Cognitive Behaviour Therapy is suggested •Practice deep breathing exercise •Practice Yoga and Meditation •Engage in physical activities regularly Future Implications:- Professional help required
81	Male	Arghya Saha	21	Pol Sc (H)	6th Sem	2021	65%	0	1	23	19	19	48	25	134	0	2	2	38		He has very low academic stress, with normal stress, anxiety and depression. He has average interpersonal competency and low barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice yoga and meditation •Maintain a healthy diet

82	Female	Athena Nath	20+	Pol Sc (H)	6th Sem	2021	72%	0	4	34	30	36	37	30	167	3	0	3	20	She has very low academic stress, with normal stress, anxiety and depression. She has above average interpersonal competency and very low barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Practice yoga and meditation •Maintain a healthy diet
83	Female	Riya Dutta	18	BA Bengali (H)	1st Sem	2023-24	NA	0	18	18	16	21	30	22	107	15	9	9	28	She has above average academic stress, with severe stress, anxiety and moderate depression. She has above average interpersonal competency and low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Cognitive Behaviour Therapy is suggested •Guided Imagery techniques are suggested •Shame attacking may be helpful •Practice deep breathing exercise •Senses relaxation techniques should be practiced •Make a proper time management plan •Encourage to involve in a positive support group •Behavioural Activation Worksheet can be used Future Implications:- Professional help required
84	Female	Snehasree Chakraborty	19+	BA Bengali (H)	1st Sem	2023-24	70%	0	0	40	40	40	40	40	200	0	0	0	17	She has no academic stress, with normal stress, anxiety and depression. She has very high interpersonal competency and very low barriers in seeking psychological help.	Further assessment can be done for Psychological profile. Recommendation:- •Practice Yoga and Meditation •Maintain health diet
85	Female	Pallabi Sardar	21	Pol Sc (H)	6th Sem	2021	65%	0	22	8	10	9	25	23	75	11	4	11	36	She has high academic stress, with moderate stress, mild anxiety and severe depression. She has below average interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Cognitive Behavioral Therapy is suggested •Make Small achievable goals •Make proper study routine •Interpersonal Therapy is suggested •Family Therapy may be required •Practice deep breathing exercise •Mindful listening may be helpful Future Implications:- Professional help required
86	Female	Pragya Biswas	22	BSc Bio (G)	3rd Year	2023	65.70%	0	12	31	15	26	33	22	127	15	0	12	38	She has below average academic stress, with severe stress, normal anxiety and severe depression. She has above average interpersonal competency and low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Dialectical Behaviour Therapy is suggested •Solution Focused Brief Therapy is suggested •Practice Mindful Raisin exercise •Journaling can be helpful •Yoga and Meditation can be practiced Future Implications:- Professional help required
87	Male	Bapan Sardar	21	BSc (G)	5th Sem	2021-24	75%	0	0	13	12	14	16	16	71	4	3	7	24	He has no academic stress, with normal stress, anxiety and moderate depression. He has below average interpersonal competency and very low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling is required •Engage yourself in enjoyable activities •Practice Mindful listening exercise •Practice Physical exercise regularly •Practice sleep hygiene such as, make proper sleep routine Future Implications:- Professional help required
88	Male	Krishnendu Neogi	19	BSc Bio (G)	3rd Sem	2023-24	60%	0	0	32	32	32	32	32	160	0	0	0	17	He has no academic stress, with normal stress, anxiety and depression. He has above average interpersonal competency and very low barriers in seeking psychological help.	Further assessment can be done for Psychological profile. Recommendation:- •Practice Yoga and Meditation •Maintain health diet
89	Female	Anuswa Mukherjee	18	BSc Bio (G)	1st Sem	2023-24	NA	0	1	20	24	25	24	24	117	10	12	8	47	She has very low academic stress, with moderate stress, extremely severe anxiety and moderate depression. She has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Cognitive Behaviour Therapy is suggested •Exposure Therapy can be applied •Journaling can be practiced •Vivo and Vitro techniques are suggested •Practice deep breathing exercise •Senses relaxation exercise can be applied Future Implications:- Professional help required
90	Female	Sneha Halder	19+	BSc Bio (G)	1st Sem	2023-24	69%	50	26	24	16	9	21	29	99	16	19	12	42	She has tendency of harming herself without suicidal intention and she has made successful attempt. She has high academic stress, with severe stress, extremely severe anxiety and severe depression. She has below average interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling required •Dialectical Behaviour Therapy is suggested •Practice Jacobson's Progressive Muscle Relaxation Exercise •Music Therapy may be helpful •Senses relaxation techniques can be applied •Interpersonal Therapy is suggested •Family Counseling may be required Future Implications:- Professional help required

91	Female	Arpita Kabishekhar	21	Botany(H)	5th Sem	2024	75.80%	0	1	21	19	27	25	25	117	2	6	1	20		She has very low academic stress, with normal stress, moderate anxiety and normal depression. She has above average interpersonal competency and very low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Practice Yoga and Meditation •Five Senses Mindfulness exercise can be practiced •Cognitive Restructuring may be suggested •Practice sleep hygiene such as proper sleep routine •Maintain healthy diet Future Implications:- Professional help required
92	Female	Jeenat Sardar	19	Botany (H)	1st Sem	2023-24	NA	0	18	10	19	30	38	25	122	5	2	12	38	Feelings of insecurities with her existence and lifevents	She has above average academic stress, with normal stress, anxiety and severe depression. She has above average interpersonal competency and low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling required •Cognitive Behavioral Therapy is suggested •Practice Journal •Practice Jacobson's Progressive Muscle Relaxation Exercise •Practice Body Scanning •Family Counseling may be required •Acceptance and Commitment Therapy can be applied Future Implications:- Professional help required
93	Male	Shimul Nandi	21	Botany (H)	3rd Sem	2022-25	54%	0	17	21	26	38	32	32	149	6	7	9	27		She has above average academic stress, with normal stress, moderate anxiety and depression. She has above average interpersonal competency and low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling required •Solution Focused Brief Therapy is suggested •Make small achievable goals •Practice Yoga and meditation •Engage in physical activities regularly •Engage yourself in enjoyable activities •Practice Mindful listening exercise Future Implications:- Professional help required
94	Female	Sharwari Natke	21	Sericulture	1st Sem	2023-24	NA	0	22	30	31	19	23	20	123	17	16	14	49		She has high academic stress, with extremely severe stress, anxiety and depression. She has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling required •Dialectical Behaviour Therapy is suggested •Practice Jacobson's Progressive Muscle Relaxation Exercise •Journaling can be helpful •Five senses Colour Therapy may be applied •Observer's meditation should be practiced •Family Therapy may be suggested Future Implications:- Professional help required
95	Female	Koyel Mondal	18	Sericulture	1st Sem	2023	85%	0	1	23	16	13	15	12	79	6	9	2	23		She has very low academic stress, with normal stress, severe anxiety and normal depression. She has below average interpersonal competency and very low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Cognitive Behavioral Therapy is suggested •Interpersonal Therapy is suggested •Practice Yoga and Meditation •Practice Journaling •Music Therapy can be helpful Future Implications:- Professional help required
96	Female	Poulami Nath	20	BSc Bio (G)	1st Sem	2023-24	60%	0	0	20	19	23	23	23	108	0	0	0	34		She has no academic stress, with normal stress, anxiety and depression. She has average interpersonal competency and very low barriers in seeking psychological help.	Further assessment can be done for Psychological profile. Recommendation:- •Practice yoga and meditation •Make a proper diet plan
97	Female	Chandreyee Das	19	BSc Bio (G)	1st Sem	2023-24	60%	0	0	20	20	23	23	23	109	0	0	0	34		She has no academic stress, with normal stress, anxiety and depression. She has average interpersonal competency and very low barriers in seeking psychological help.	Further assessment can be done for Psychological profile. Recommendation:- •Practice yoga and meditation •Make a proper diet plan
98	Male	Suman Naskar	20	BSc Bio (G)	5th Sem	2023	65%	0	0	24	24	24	24	24	120	0	0	0	17		She has no academic stress, with normal stress, anxiety and depression. She has average interpersonal competency and very low barriers in seeking psychological help.	Further assessment can be done for Psychological profile. Recommendation:- •Practice yoga and meditation •Make a proper diet plan
99	Male	Agantuk Naskar	22	BSc Botany (H)	6th Sem	2021-24	60%	0	25	8	12	12	8	8	48	0	0	0	21		She has high academic stress, with normal stress, anxiety and depression. She has very low interpersonal competency and very low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Exposure Therapy is suggested •Make a proper time management plan •Set achievable goals •Practice Relaxation Exercise such as deep breathing exercise Future Implications:- Professional help required
100	Male	Ranik Malick	17	BSc Bio (G)	1st Sem	2023-24	NA	0	0	29	26	17	32	29	133	3	0	0	34		She has no academic stress, with normal stress, anxiety and depression. She has above average interpersonal competency and low barriers in seeking psychological help.	Further assessment can be done for Psychological profile. Recommendation:- •Practice yoga and meditation •Make a proper diet plan

101	Female	Ankita Das	19	BSc Botany (H)	3rd Sem	2022-25	6.116	23	21	14	20	11	35	30	110	7	7	12	47	<p>She has tendency of harming herself without suicidal intention and she has made successful attempt once. She has high academic stress, with normal level of stress, moderate anxiety and severe depression. She has above average interpersonal competency and below average barriers in seeking psychological help.</p> <p>Further assessment is required for proper Psychological profile. Recommendation:-</p> <ul style="list-style-type: none"> Individual Counseling is required Dialectical Behaviour Therapy is suggested Cognitive restructuring may be suggested Practice Jacobson's Progressive Muscle Relaxation Exercise Make Small achievable goals Token economy/ Reinforcements can be applied Support Group can be helpful <p>Future Implications:-</p> <p>Professional help required</p>
102	Female	Sneha Hajari Barman	20	Sericulture	3rd Sem	2022	75%	48	21	32	24	11	34	30	131	3	17	3	52	<p>She has tendency of harming herself without suicidal intention and she has made successful attempt for several times. She has high academic stress, with normal level of stress, extremely severe anxiety and normal depression. She has above average interpersonal competency and average barriers in seeking psychological help.</p> <p>Further assessment is required for proper Psychological profile. Recommendation:-</p> <ul style="list-style-type: none"> Individual Counseling is required Dialectical Behaviour Therapy is suggested Practice Jacobson's Progressive Muscle Relaxation Exercise Practice Journaling Family Counseling may be required Practice five senses relaxation exercise Mindful listening may be required <p>Future Implications:-</p> <p>Professional help required</p>
103	Female	Salma Khatun	20	BSc Botany (H)	5th Sem	2021-24	50%	21	6	12	16	14	18	22	82	3	1	1	72	<p>She has tendency of harming herself without suicidal intention and she has made successful attempt for several times. She has very low academic stress, with normal level of stress, anxiety and depression. She has below average interpersonal competency and above average barriers in seeking psychological help.</p> <p>Further assessment is required for proper Psychological profile. Recommendation:-</p> <ul style="list-style-type: none"> Individual Counseling is required Interpersonal Therapy is required Make a proper sleep routine Avoid digital gadgets before 1-2 hours of bed time Involve yourself in enjoyable activities Practice Yoga and meditation <p>Future Implications:-</p> <p>Professional help required</p>
104	Male	Subhasis Das	19	BSc Bio (G)	6th Sem	2023-24	80%	25	0	18	23	24	24	24	113	17	3	0	20	<p>She has tendency of harming herself without suicidal intention and she has made successful attempt for several times. She has no academic stress, with extremely severe stress, normal anxiety and depression. She has above average interpersonal competency and very low barriers in seeking psychological help.</p> <p>Further assessment is required for a proper Psychological profile. Further assessment is required for proper Psychological profile. Recommendation:-</p> <ul style="list-style-type: none"> Individual Counseling is required Solution Focused Brief Therapy is suggested Anger management training can be helpful Deep breathing exercise are suggested Jacobson's Progressive Muscular Relaxation Exercise can be practiced Engage in physical activities regularly Music Therapy can be helpful <p>Future Implications:-</p> <p>Professional help required</p>
105	Female	Mitra Satpati	20	BSc Bio (G)	5th Sem	2021	76%	0	3	13	11	9	15	15	63	7	1	3	25	<p>She has very low academic stress, with normal stress, anxiety and depression. She has low interpersonal competency and low barriers in seeking psychological help.</p> <p>Further assessment can be done for Psychological profile. Recommendation:-</p> <ul style="list-style-type: none"> Practice yoga and meditation Make a proper diet plan
106	Male	Neelanjana Chakraborty	20	BSc Botany (H)	3rd Sem	2023	55%	0	6	36	28	24	40	35	163	3	0	5	37	<p>He has very low academic stress, with normal stress, anxiety and mild depression. He has above average interpersonal competency and very low barriers in seeking psychological help.</p> <p>Further assessment can be done for Psychological profile. Recommendation:-</p> <ul style="list-style-type: none"> Practice Yoga and Meditation Maintain a healthy lifestyle
107	Male	Sayan Ghosh	21	BSc Botany (H)	6th Sem	2024	60%	0	6	35	34	24	25	26	144	10	7	3	60	<p>He has very low academic stress, with moderate stress, anxiety and normal depression. He has above average interpersonal competency and above average barriers in seeking psychological help.</p> <p>Further assessment is required for proper Psychological profile. Recommendation:-</p> <ul style="list-style-type: none"> Exposure Therapy is suggested Practice deep breathing exercise Practice Physical exercise regularly Cognitive Reversal is suggested <p>Future Implications:-</p> <p>Professional help required</p>
108	Male	Amurag Chattopadhyay	20	BSc Botany (H)	6th Sem	2021-24	60%	35	5	9	24	21	40	40	134	5	1	0	29	<p>He has tendency of harming himself without suicidal intention and has made successful attempt for several times. He has very low academic stress, with normal level of stress, anxiety and depression. He has above average interpersonal competency and below average barriers in seeking psychological help.</p> <p>Further assessment is required for proper Psychological profile. Recommendation:-</p> <ul style="list-style-type: none"> Individual Counseling is required Dialectical Behaviour Therapy is suggested Practice Jacobson's Progressive Muscle Relaxation Exercise Encourage to involve in a positive support group Practice Mindful listening exercise Group Therapy may be suggested <p>Future Implications:-</p> <p>Professional help required</p>
109	Female	Tania Banik	19	BSc Botany (H)	3rd Sem	2022	60%	0	1	24	22	24	32	27	129	1	0	0	30	<p>She has very low academic stress, with normal stress, anxiety and depression. She has low interpersonal competency and low barriers in seeking psychological help.</p> <p>Further assessment can be done for Psychological profile. Recommendation:-</p> <ul style="list-style-type: none"> Practice Yoga and Meditation Maintain a healthy lifestyle

110	Male	Amuj Baidya	19	BSc Bio Minor	1st Sem	2023	70%	0	12	27	27	31	33	25	143	12	2	1	43		He has near average academic stress,although he has reported problems such as,difficult to concentrate, forgets easily, difficulty in problem solving,does not answer, feels under pressure,feels sad nervous, fast heart beats, helplessness, difficult to complete lessons, and feels sleepy..Therefore, further assessment can be done for a proper psychological profile. She has moderate stress, anxiety and mild depression. She has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment canbe done for proper Psychological profile. Recommendation:- •Cognitive Behavioral Therapy is suggested •Break down your syllabus into small achievable goals •Practice Mindful listening exercise •Practice physical activities regularly •Practice deep breathing exercise Future Implications:- Professional help required
111	Male	Yash Mandal	21	BSc Biot(G)	3rd Sem	2023	B+	55	23	16	16	13	24	20	89	16	17	14	66		He has tendency of harming himself without suicidal intentionhe and has made successful attempt for several times. He has high academic stress, with severe stress, extremely severe anxiety and depression. He has below average interpersonal competency and above average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual counseling is required •Cognitive Behavioural Therapy is suggested •Interpersonal Therapy is required •Group counseling may be helpful •Practice Jacobson's Progressive Muscle Relaxation Exercise •Journaling is suggested •Music Therapy and Art Therapy can be helpful •Practice Yoga and Meditation •Behavioral Activation Worksheet can be used Future Implications:- Professional help required
112	Male	Sourav Midhya	19	BSc Botany (H)	3rd Sem	2022-23	55%	0	2	24	14	12	30	27	107	3	2	0	34		He has very low academic stress, with normal stress, anxiety and depression. He has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment can be done for Psychological profile. Recommendation:- •Practice Yoga and Meditation •Maintain a healthy lifestyle
113	Male	Utsab Naskar	22	BSc Botany (H)	6th Sem	2024	NA	0	14	12	17	22	30	27	108	2	3	3	45		He has average academic stress,although he has reported problems such as,difficult to concentrate, forgets easily, difficulty in problem solving,doubts his ability, hesitates in asking, feels under pressure, feels failure, lack of confidence, worry with normal stress, anxiety and depression, feels sad, headache, less desire to eat, likes to stay alone and feels to discontinue..Therefore, further assessment can be done for a proper psychological profile. He has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment can be done for proper Psychological profile. Recommendation:- •Solution Focused Brief Therapy is suggested •Practice Raisin exercise •Exposure Therapy can be applied •Set small achievable goals •Shame attacking can be applied •Practice yoga and meditation Future Implications:- Professional help required
114	Female	Anwesha Bera	20	BSc Botany (H)	3rd Sem	2022-25	71.50%	0	7	25	22	23	31	23	124	2	4	0	32		She has below average academic stress, with normal stress, anxiety and depression. She has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment can be done for Psychological profile. Recommendation:- •Practice Yoga and Meditation •Maintain a healthy lifestyle
115	Male	Bikramjit Sardar	20	BSc Botany (H)	3rd Sem	2023-24	5.6	0	4	34	18	36	36	34	158	6	3	2	32		He has very low academic stress, with normal stress, anxiety and depression. He has above average interpersonal competency and below average barriers in seeking psychological help.	Further assessment can be done for Psychological profile. Recommendation:- •Practice Yoga and Meditation •Maintain a healthy lifestyle
116	Male	Shombit Bhattacharya	20	BSc Bio (G)	3rd Sem	2024	52%	44	21	11	11	12	14	17	65	12	13	15	53	Depression and mental pressure from failure in examination, anxiety and confusion about whether he'll pass the examination.	He has tendency of harming himself without suicidal intention and he has made successful attempt for several times. He has high academic stress, with moderate stress, extremely severe anxiety and depression. He has below average interpersonal competency and above average barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Individual Counseling required •Cognitive Behavioural Therapy is suggested •Journaling can be helpful •Yoga and Meditation should be practiced •Group Therapy may be helpful to build their confidence •Behaviour Activation Worksheet can be used •Family Therapy may also be suggested •Regularly practice physical exercise •Anger management training can be helpful Future Implications:- Professional help required
117	Female	Bipasa Roy	18	BSc Bio (G)	1st Sem	2023-24	50%	0	5	26	35	13	9	12	95	11	13	8	30		She has very low academic stress, with moderate stress, extremely severe anxiety and moderate depression. She has below average interpersonal competency and low barriers in seeking psychological help.	Further assessment is required for proper Psychological profile. Recommendation:- •Cognitive Restructuring is suggested •Acceptance and Commitment Therapy can be applied •Practice Jacobson's Progressive Muscle Relaxation Exercise •Interpersonal Therapy can be applied •Music Therapy can be applied •Five senses relaxation exercise can be practiced Future Implications:- Professional help required

118	Female	Shreya Sardar	20	BSc Botany (H)	3rd Sem	2023-25	58%	0	13	11	14	28	30	25	108	6	11	2	59		<p>She has near average academic stress, although she has reported problems such as, difficult to concentrate, doubt her abilities, feels inferior, lack of confidence, feels under pressure, feels failure, gets headache, worry about parents' expectations, loss of sleep, likes to stay alone, helplessness, gets bored easily and difficulty in completing tasks. Therefore, further assessment can be done for a proper psychological profile. She has normal stress, extremely severe anxiety and normal depression. She has above average interpersonal competency and above average barriers in seeking psychological help.</p>	<p>Further assessment can be done for a proper psychological profile. Recommendation:-</p> <ul style="list-style-type: none"> •Cognitive Behavioral Therapy can be applied • Journaling can be practiced •Group Therapy can be applied •Mindful listening can be practiced •Practice sleep hygiene •Deep breathing exercise and yoga can be practiced <p>Future Implications:- Professional help required</p>
119	Female	Rima Das	21	BSc Bio (G)	6th Sem	2021	75%	0	12	16	19	19	24	20	98	7	4	2	36		<p>She has near average academic stress, although she has reported problems such as, forgets easily, difficulty in problem solving, hesitates in asking, lack of confidence, worry about parents' expectation, feels sad, gets headache, gets nervous, less desire to eat, loss of sleep, helplessness and difficulty to complete lessons she has normal stress, mild anxiety and normal depression. Therefore, further assessment can be done for a proper psychological profile. She has below average interpersonal competency and below average barriers in seeking psychological help.</p>	<p>Further assessment can be done for proper Psychological profile. Recommendation:-</p> <ul style="list-style-type: none"> •Existential Therapy is suggested •Solution Focused Therapy can be applied •Social skill training can be given •Jacobson's Muscle Relaxation Exercise can be practiced •Engage yourself in regular physical activities •Practice sleep hygiene •Deep breathing exercise can be practiced <p>Future Implications:- Professional help required</p>
120	Male	Soumyadip Mondal	20+	BSc Botany (H)	3rd Sem	2022-23	50%	0	13	21	23	24	24	24	116	0	0	0	27		<p>He has near average academic stress, although he has reported problems such as, hesitates in asking, lack of confidence, feel failure, worry about parents' expectations, feels sad gets nervous, heart beats fast, likes to stay alone, not feeling like talking to, lack of interest, gets bored easily and feels to discontinue, he has normal stress, anxiety and depression. Therefore, further assessment can be done for a proper psychological profile. He has above average interpersonal competency and very low barriers in seeking psychological help.</p>	<p>Further assessment can be done for proper Psychological profile. Recommendation:-</p> <ul style="list-style-type: none"> •Cognitive Behavioral Therapy is suggested •Break your tasks into achievable goals •Journaling can be practiced •Yoga, meditation and other relaxation techniques can be practiced <p>Future Implications:- Professional help required</p>

INDEX:-

ITEMS	DESCRIPTION
NSSI	Non-Suicidal Self Injury
AS	Academic Stress
IC	Interpersonal Competency
D	Depression
A	Anxiety
S	Stress
BSPH	Barriers in Seeking Psychological Help
	NSSI
	Non-NSSI





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Zero Discrimination Day Awareness Programme



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Ref. No.

EVENT REPORT

Date

Event: Students' Seminar on Zero Discrimination Day Awareness

Programme

Venue: College classroom

Dates: 18.04.2023

Speaker: Dr. Joy Sarkar Associate professor, Department of botany

Prof. Srabani Mitra, SACT, Department of Geography

Objective: The Zero Discrimination Day is an opportunity to bring attention to the disparities that restrict individuals from leading full and productive lives and call on governments to fulfil their pledges and duties to eradicate all kinds of discrimination.

Outcome: Zero Discrimination Day highlights how people can become informed about and promote inclusion, compassion, peace and, above all, a movement for change. Zero Discrimination Day is helping to create a global movement of solidarity to end all forms of discrimination.



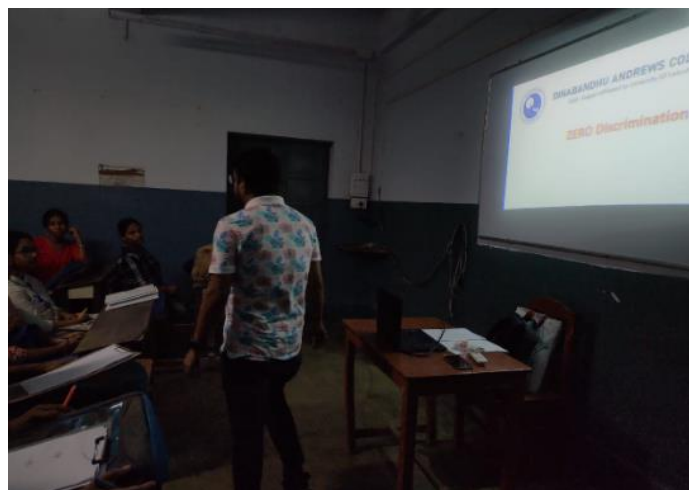
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DINABANDHU ANDREWS COLLEGE

GARIA, KOLKATA

EVENT TITLE: Students' Seminar on Zero discrimination Day Awareness Programme.
DATE: 18.04.2023. VENUE: College class room. TIME: 12.00 P.M.

STUDENTS ATTENDANCE SHEET

SL NO.	NAME/ SIGNATURE OF THE STUDENTS	SL NO.	NAME/ SIGNATURE OF THE STUDENTS
	Neelanjana Chakrabarty		Sudip Naskar
	Uttam Singh		Piyasi Saha
	Sayani Janda		Soumyadip Mondal
	Tania Banik		Ranita Dey
	Ipsita Saha		Utpal Bhattacharya
	Utpal Bhattacharya		Simran Das
	Anusha Bera		Koushik Das
	Abir Sardar		Abir Sardar
	Sayani Janda		Kousik Das
	Adapa Chakrabarty		Subh Banerjee Sarker
	Shreya Ghosh		Shreya Ghosh
	Tania Banik		Suman Naskar
	Shimul Trandi		Simran Das
	Suman Naskar		Arya Sarker
	Abir Sardar		Madhubanti Chakrabarty



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Anti Ragging Classes



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Date

EVENT REPORT

Event: Anti Ragging Classes

Venue: College campus

Dates: 23.08.2022

Objective: To educate and sensitize students, particularly freshmen, about the harmful effects of ragging, promoting a culture of respect, empathy, and inclusivity and ensuring a safe and welcoming environment for all.

Outcome: The anti-ragging classes aimed to empower students to recognize and resist ragging, fostering a sense of responsibility & accountability and encouraging them to become active bystanders, thereby creating a ragging-free campus where students can learn, grow, and thrive without fear of harassment or intimidation.



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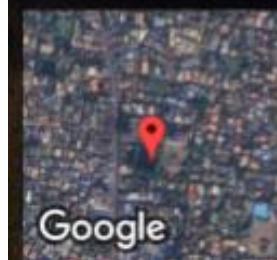
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Date



 **GPS Map Camera**



Kolkata, West Bengal, India

Dinabandhu Andrews College, 54 Raja S C Mallick Road, Garia, Kolkata, West Bengal
700084, India

Lat 22.468507°

Long 88.378466°

23/08/22 11:41 AM GMT +05:30



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Date

DINABANDHU ANDREWS COLLEGE GARIA, KOLKATA

Attendance List for Anti-Ragging Class

Venue: Room No. 315

Date: 23.08.2022

Sl No.	Name of the Student	Signature of the Student
1.	Soumodip Mandal	Soumodip Mandal
2.	Romit Routh	Romit Routh
3.	Soumya Chowdhury	Soumya Chowdhury
4.	Sayani Dey	Sayani Dey
5.	Ireenat Sardar	Ireenat Sardar
6.	Sumita Barua	Sumita Barua
7.	Prapti Pal	Prapti Pal
8.	Shweta Singh.	Shweta Singh.
9.	Sumana Mondal.	Sumana Mondal.
10.	Disha Naskar	Disha Naskar
11.	Tahira Siddika	Tahira Siddika.
12.	Tannoy Haldin	Tannoy Haldin
13.	Dipa Palua	Dipa Palua
14.	Gourdeepa Dey	Gourdeepa Dey



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DINABANDHU ANDREWS COLLEGE

GARIA, KOLKATA

Attendance List for Anti-Ragging Class

Venue: Room No. 315

Date: 23.08.2022

Sl No.	Name of the Student	Signature of the Student
15.	Shuvranil Mishra	Shuvranil Mishra
16.	Samridhha Nath	Samridhha Nath
17.	Anfar Dey .	Anfar Dey .
18.	Sagn Roy	Sagn Roy .
19.	Juntakanta Bera	Juntakanta Bera .
20.	Sourmjadep Sardar	Sourmjadep Sardar
21.	Annob Narkar	Annob Narkar
22.	Sayan Ghosh	Sayan Ghosh
23.	Abinandan Thakura	Abinandan Thakura
24.	ANPasha Mondal	ANPasha Mondal .
25.	Sanket Jana	Sanket Jana
26.	Rohan Bhattacharya	Rohan Bhattacharya
27.	Apan Tunga	Apan Tunga
28.	Mursad Sardar	Mursad Sardar



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DINABANDHU ANDREWS COLLEGE GARIA, KOLKATA

Attendance List for Anti-Ragging Class

Venue: Room No. 315

Date: 23.08.2022

Sl No.	Name of the Student	Signature of the Student
31)	Gneha Halder	Gneha Halder
32)	Rima Saha	Rima Saha
33)	Prityi B Munda	Prityi Munda
34)	Sakita Giri	Sakita Giri
35)	Soujani Ghosh	Soujani Ghosh
36)	Ayushi Sarda	Ayushi Sarda
37)	Aspita Das	Aspita Das
38)	Swastika Halder	Swastika Halder
39)	Riya Naskar	Riya Naskar
40)	Ayushi Sarda	Ayushi Sarda
41)	Anushka Moysa	Anushka Moysa
42)	Swastika Giri	Swastika Giri
43)	Shreen Sultana	Shreen Sultana
44)	Tanira Ghosh	Tanira Ghosh



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DINABANDHU ANDREWS COLLEGE
GARIA, KOLKATA

Attendance List for Anti-Ragging Class

Venue: Room No. 315

Date: 23.08.2022

Sl No.	Name of the Student	Signature of the Student
29.	Reshore Mondal	Reshore Mondal
30.	Mainak Mondal	Mainak Mondal



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Date

Annual Awareness Programme on Code of Conduct



DINABANDHU ANDREWS COLLEGE

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Ref. No.

EVENT REPORT

Date

Event: Annual Awareness Programme on Code of Conduct

Venue: College campus

Dates: 03.05.2023

Time : 11:00 am

Objective: To educate and remind students, faculty, and staff about the college's Code of Conduct, emphasizing the importance of academic integrity, ethical behavior, and responsible actions, and promoting a culture of accountability and respect.

Outcome: The annual awareness programme aimed to reinforce the college's values and expectations, ensuring that all members of the college community understand their roles and responsibilities in upholding the Code of Conduct and fostering a positive and inclusive learning environment where everyone can succeed and grow with integrity.



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Date

DINABANDHU ANDREWS COLLEGE

GARIA, KOLKATA

EVENT TITLE: Annual Awareness Programme on 'Code of Conduct.'

DATE: 03.05.2023. VENUE: College Campus TIME: 11.00 A.M.

STUDENTS ATTENDANCE SHEET

SL NO.	NAME/ SIGNATURE OF THE STUDENTS	SL NO.	NAME/ SIGNATURE OF THE STUDENTS
	Saurasish Basu		Rajalip Das
	Anamitra Paul		Soumendu Chatterjee
	Anupam Naskar		S.M. Tanweer Aftab
	Santana Santra		Apu Mandal
	SubhadEEP Sikari		Suman Das
	Jaganath Manna		Somjit Sardar
	Arodyuti Ghosh		Ayantika Mondal
	Deban Purkait		Snehasmita Bhuniya
	Priya Agarwal		Suman Maity
	Harshita Jana		Kazi Samim Akter
	Rupkatha Maity		Anaf Sardar
	Dwaipayan Dutta Majumdar		Pritam Jana
	Arijit Sahoo		Rony Chatterjee
	Abhikanta Chakraborty		Anirban Mondal
	Soham Boorman		Sourov Bera



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Date

DINABANDHU ANDREWS COLLEGE

GARIA, KOLKATA

EVENT TITLE: Annual Awareness Programme on 'Code of Conduct'

DATE: 03.05.2023. VENUE: College Campus TIME: 11.00 A.M.

STUDENTS ATTENDANCE SHEET

SL NO.	NAME/ SIGNATURE OF THE STUDENTS	SL NO.	NAME/ SIGNATURE OF THE STUDENTS
	Abhinav Baidya		Anuska Majee
	Sanjit Pal		Kankana Bag
	Anushka Naskar		Pratap Maji
	Sanjit Pal		Dona Paul
	Pipasa Mondal		Anwena Majee
	Moumita Roy		Akka Deb
	Atanab Mandal		Rakhi Majee
	Soumitradip Mondal		Debanvi Pramanik
	Souvik dinda		amrita Paul
	Bidisha Naskar		Sheila Guha
	Sanjit Chakraborty		Debasish Jana
	Rajya Pal		Anushka Naskar
	Romy Chatterjee		Atanab Saha
	Atanab Pramanik		Thirpi Naidu
	Moumita Mondal		Sreerajish Paul



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GARIA, KOLKATA

EVENT TITLE: Annual Awareness Programme on 'Code of Conduct.'

DATE: 03.05.2023. VENUE: College Campus TIME: 11.00 A.M.

STUDENTS ATTENDANCE SHEET

SL NO.	NAME/ SIGNATURE OF THE STUDENTS	SL NO.	NAME/ SIGNATURE OF THE STUDENTS
	Sudipta Purkait		Soumitra Bera
	Aranya Baur		Debashish Jana
	Meghna Tripathy		Aranya Sankar
	Meghna Ghosh		Himadri Sekhar Paul
	Poultam Porel		Brigosee Chabri
	Aditi Mondal		Sudip Maity
	Tripti Nayya		Subhomita Chakraborty
	Rounak Mondal		Snigdha Bhattacharjee
	Parna Parida		Niranjana Ganguly
	Priyadarshinee Sahu		Shreya Dutta
	Anabashil		Martina Chakraborty
	aparna Parida		Madhurima Thakur
	Arunab Samanta		Debashakhi Chakraborty
	Rounak Mondal		Joyita Chowdhury
	Sudip Maity		Ipsita Chakraborty



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STUDENTS ATTENDANCE SHEET

SL NO.	NAME/SIGNATURE OF THE STUDENTS	SL NO.	NAME/SIGNATURE OF THE STUDENTS
	Rahul Mondal		Souvik Pal
	Soham Datta		Sabir Laskar
	Binay Das		Soham Dutta
	Jangdelip Das		Tuhin Sankar
	Anupam Samanta		Rudrani Majumdar
	Vipul Mondal		Nandini Chakraborty
	Sutapa Das		Rima Pakari
	Mangabiksh Mondal		Sarbani Ghosh
	Subhadip Mondal		Monika Mondal
	Pritam Sanyal		Titu Chandra
	Pooja Sanyal Naskar		Sanam Thakur
	Ayush Roy		Ananya Nasu
	Debarajha Sarkar		Uttara Mondal
	Ashish Ghosh		Supriya Halder
	Snehasish Majumdar		Malina Khakun



Certificate of Participation

ANNUAL AWARENESS PROGRAMME ON CODE OF CONDUCT

*This certificate is awarded to Martina Chakraborty, a student of Dinabandhu Andrews College,
for participating in the ANNUAL AWARENESS PROGRAMME ON CODE OF CONDUCT conducted by the Principal of the College.*

The aforementioned AWARENESS PROGRAMME was conducted on 03.05.2023 during the Academic Year 2022 - 2023.

Date: 03.05.2023

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*This certificate is awarded to Sreyosee Chabri, a student of Dinabandhu Andrews College,
for participating in the ANNUAL AWARENESS PROGRAMME ON CODE OF CONDUCT conducted by the Principal of the College.*

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*This certificate is awarded to Arya Sarkar, a student of Dinabandhu Andrews College,
for participating in the ANNUAL AWARENESS PROGRAMME ON CODE OF CONDUCT conducted by the Principal of the College.*

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*This certificate is awarded to Moumita Roy, a student of Dinabandhu Andrews College,
for participating in the ANNUAL AWARENESS PROGRAMME ON CODE OF CONDUCT conducted by the Principal of the College.*

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*This certificate is awarded to Arnab Samanta, a student of Dinabandhu Andrews College,
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*This certificate is awarded to Anupam Naskar, a student of Dinabandhu Andrews College,
for participating in the ANNUAL AWARENESS PROGRAMME ON CODE OF CONDUCT conducted by the Principal of the College.*

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*This certificate is awarded to Anuska Naskar, a student of Dinabandhu Andrews College,
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*This certificate is awarded to Binay Das, a student of Dinabandhu Andrews College,
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*This certificate is awarded to Rahul Mondal, a student of Dinabandhu Andrews College,
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*This certificate is awarded to Manika Mondal, a student of Dinabandhu Andrews College,
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*This certificate is awarded to Tuhin Sarkar, a student of Dinabandhu Andrews College,
for participating in the ANNUAL AWARENESS PROGRAMME ON CODE OF CONDUCT conducted by the Principal of the College.*

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*This certificate is awarded to Supriti Halder, a student of Dinabandhu Andrews College,
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