



BHARATI VIDYAPEETH (DEEMED to be UNIVERSITY)



DEPARTMENT OF MANAGEMENT STUDIES (OFF CAMPUS)

Plot No. KC-1, Sector 03, Kharghar, Navi Mumbai-400614

Accredited with "A+" Grade (2017) by NAAC | Category I

University Status by UGC 'A' Grade University Status by MHRD, Govt. of India

Founder-Chancellor
Dr. Patangrao Kadam
M.A., LL.B., Ph.D.

Chancellor
Prof. Dr. Shivajirao Kadam
M.Sc., Ph.D.

Vice-Chancellor
Prof. Dr. Vivek A. Saaji
M.S. (Surgery)

Pro-Vice Chancellor
Dr. Vishwojeet Kadam
B.E. (Comp.), M.B.A., Ph.D.

Professor & Director
Dr. Premasish Ray
Ph.D., PGDIA, PGDIAAC, MBA

ANTI-SEXUAL HARASSMENT COMMITTEE

As per the guidelines of UGC, NAAC and the Supreme Court an Anti-Sexual Harassment committee has been established by Department of Management Studies, Bharati Vidyapeeth (Deemed to be University) to provide a healthy and congenial atmosphere to the staff and students of the College.

Objectives:

- To develop guidelines and norms for a policy against sexual harassment.
- To develop principles and procedures for combating sexual harassment.
- To work out details for the implementation of the policy.
- To prepare a detailed plan of actions, both short and long term.
- To organize gender sensitization awareness programmes.
- To provide a neutral, confidential and supportive environment for members of the campus community who may have been sexually harassed.
- To advise complainants of the informal and formal means of resolution as specified by the Cell.
- To deal with cases of discrimination and sexual harassment against women, in a time bound manner, aiming at ensuring support services to the victimized and termination of the harassment.
- To recommend appropriate punitive action against the guilty party.
- To provide information regarding counseling and support services on our campus.
- To ensure that students, faculty and staff are provided with current and comprehensive materials on sexual harassment and assault.
- To promote awareness about sexual harassment through educational initiatives those encourages and foster a respectful and safe campus environment.

Procedure:

The Cell deals with issues relating to sexual harassment at the Roever engineering college. It is applicable to all students, staff and faculty. A complaint of discrimination or sexual harassment may be lodged by the victim or a third party. A written complaint may be addressed to the Convener of the Committee. If the complaint is made to the Principal, or any of the Committee members, they

may forward it to the Convener of the Committee Against Sexual Harassment. It should be noted that according to the Supreme Court guideline Sexual harassment can be defined as "unwelcome" sexually determined behavior (whether directly or by implication) as:

- ⊞ Physical contact and advances;
- ⊞ Demand or request for sexual favors;
- ⊞ Sexually colored remarks;
- ⊞ Showing pornography; and
- ⊞ Other unwelcome physical, verbal or non-verbal conduct of a sexual nature. (Vishaka judgment by Supreme Court) The following is also sexual harassment and is covered by the committee:

Eve-teasing, Unsavory remarks,

⊞ Jokes causing or likely to cause awkwardness or embarrassment, ⊞ Innuendos and taunts, Gender based insults or sexist remarks,

⊞ Unwelcome sexual overtone in any manner such as over telephone (obnoxious telephone calls) and the like,

⊞ Touching or brushing against any part of the body and the like, ⊞ Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings,

⊞ Forcible physical touch or molestation and Physical confinement against one's will and any other act likely to violate one's privacy. What to do if you feel you are being sexually harassed

⊞ Know your rights – Sexual harassment is illegal, both the law of the land and prohibit sexual harassment.

⊞ Speak up – try telling the person to stop. State clearly and firmly that you want a particular behavior to cease.

⊞ Get information and support – If you feel you cannot speak up, ask your friends to help you and bring it to the notice of the College authorities without further loss of time.

⊞ Keep records that might be useful for pursuing the case. What not to do

⊞ Do not blame yourself. Sexual harassment is not something one brings on oneself. It is not a consequence of certain ways of dressing or acting. It is a violation of an individual's right to work and live with dignity.

⊞ Do not ignore it. Ignoring sexual harassment does not make it go away. The harasser may misinterpret a lack of response as approval of the behaviour.

⊞ Do not delay. Delay in action increases the probability that unwanted behaviour will continue or escalate.

⊞ Do not hesitate to ask for help. Speaking may also prevent others from being harmed. Punitive Action: An employee guilty of sexual harassment shall be liable to give a written apology to the victim and any of the following punitive actions:

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Department of Management Studies
Flat No. KC-1, Sector-3, Vashi
Navi Mumbai-411004

- ▣ Suitable censure/warning
 - ▣ Withholding of increments.
 - ▣ Reduction to lower service, grade or post.
 - ▣ Compulsory retirement.
 - ▣ Removal from service, or Dismissal from service. A student guilty of sexual harassment shall be liable to give a written apology to the victim and any of the following punitive actions:
 - ▣ Withholding/withdrawing scholarship/fellowship and other benefits.
 - ▣ Rustication from College for a period up to a certain period or Expulsion from the College.
- Frequency of Meetings:** Every Semester or whenever need arises.

Committee Formation

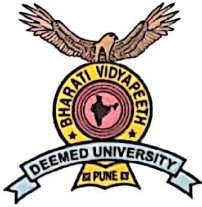
Composition of the Anti – Sexual Harassment Committee.

- (a) A Chairperson who shall be a woman faculty member employed at a senior level at the educational institution;
- (b) Not less than two teaching employees and one non-teaching employees, preferably committed to the cause of women or who have had experience in social work or have legal knowledge;
- (c) Not less two students, who shall be enrolled at the undergraduate, masters, and research scholar levels respectively.
- (d) One member from amongst non-governmental organizations 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.

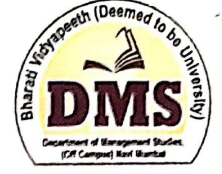
The Committee consists of members of the faculty, administration, service staff and students' representatives. The members of the committee for the current academic year are: 2022-2023.

I.No.	Name	Designation	Contact No.
1	Dr Mona Sinha	Chairperson	9920585167
2	Ms. Rikhi Yadav	Convenor	9326078352
3	Ms. Swaranjali Tyagi	Counsellor	917021775275
4	Ms. Priyanka Modi	Non Teaching Staff	93204097566
5	Prof. Archana Sakure	Teaching Faculty	9689890470
6	Ms. Shreya Bose	Student	9004609835
7	Prof. Alok Shah	Teaching Faculty Member	918407955147

Director
 Bharati Vastu, (C) Road to be Un...
 Department of...
 Prof. Dr. K. S. S. Kharghar
 Navi Mumbai-410210.



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Ph.D, PGDM, PGDMC, MA

ANTI-RAGGING COMMITTEE

The function of the BVDMS's Anti-Ragging Committee to ensure compliance with the provisions of Regulations as well as the provisions of any law for the time being in force concerning ragging; and also, to monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the institution. As per the order of Supreme Court of India and subsequent Notification from University Grants Commission (UGC), ragging constitutes one or more of any intention by any student or group of students on:

- Any act of Indiscipline, Teasing or Handling with Rudeness.
- Any act that Prevents, Disrupts the Regular Academic Activity.
- Any activity which is likely to cause Annoyance, hardship, Psychological Harm or creates Fear or Apprehension.
- Any Act of Financial Extortion or Forceful Expenditure.
- Any Act of Physical Abuse causing Assault, Harm or danger to Health.
- Any Act of abuse by spoken words, emails, SMS or public insult etc.
- Any Act of injury or infringement of the fundamental right to the human dignity.
- Any Act of Wrongful Confinement, Kidnapping, molesting or committing unnatural offences, use of criminal forces, trespass or intimidation.
- Any unlawful assembly or conspiracy to ragging.

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Punishment to those found guilty

Any student or group of students found guilty of ragging in the campus or even outside the campus shall be liable to one or more of the following punishments:

- Debarring from appearing in any sessional test / University Examination
- Suspension from attending classes and academic privileges
- Withdrawing scholarships and other benefits
- Suspension from the college for a period of one month

Objectives of Anti Ragging Committee

Anti-Ragging Committee responsible for inculcating Culture of Ragging Free Environment in the Campus. The Anti-Ragging Squad office bearers will work under the supervision of Anti Ragging Committee and to engage in the works of checking places like Hostels, Buses, Canteens, Classrooms and other places of student congregation. Anti-Ragging Committee will be involved in designing strategies and action plan for curbing the Menace of Ragging in the college by adopting array of activities. The Committee also would conduct awareness programmes from time-to-time in the campus.

Responsibilities of Anti Ragging Squad

Anti-Ragging Squad will be working under the Monitoring of Anti Ragging Committee and will seek advice from the Anti-Ragging Committee. The functions of Anti-Ragging Squad will be to keep a vigil and stop the incidences of Ragging, if any, happening / reported in the places of Student aggregation including, Classrooms, Canteens, Grounds, Hostels etc. The Squad will also educate the students at large by adopting various means about the menace of Ragging and related Punishments there to. A gamut of positive reinforcement activities are adopted by Anti-Ragging Squad for orienting students and molding their personality for a better cause. They shall work in Consonance and Guidance of Anti Ragging Committee.

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GRIEVANCE AND REDRESSAL COMMITTEE

The function of the cell is to look into the complaints lodged by any student, and judge its merit. The Grievance cell is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the committee members in person, or in consultation with the officer in-charge Students' Grievance Cell. In case the person is unwilling to appear in self, grievances may be dropped in writing at the letterbox/ suggestion box of the Grievance Cell or may also be sent through e-mail to the officer in-charge of Students' Grievance Cell.

Objective:

The objective was discussed and finalized.

A Grievance was constituted for the redressal of the problems reported by the Students of the College with the following objectives:

- Upholding the dignity of the College by ensuring strife free atmosphere in the College through promoting cordial Student-Student relationship and Student-teacher relationship etc.
- Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
- Suggestion / complaint Box is installed in the institute who want to remain anonymous, put in writing their grievances and their suggestions for improving the Academics / Administration in

- Advising Students of the institute to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- Advising All the Students to refrain from inciting Students against other Students, teachers and institute administration
- Advising all staffs to be affectionate to the Students and not behave in a vindictive manner towards any of them for any reason.
- Ragging in any form is strictly prohibited in and outside the institution. Any violation of ragging and disciplinary rules should be urgently brought to the notice of the Principal.

Scope:

The cell will deal with Grievances received in writing from the students about any of the following matters:-

- Academic Matters: Related to timely issue of duplicate Mark-sheets, Transfer Certificates, Conduct Certificates or other examination related matters.
- Financial Matters: Related to dues and payments for various items from library, hostels etc.
- Other Matters: Related to certain misgivings about conditions of sanitation, preparation of food, availability of transport, victimization by teachers etc.

Functions:

- The cases will be attended promptly on receipt of written grievances from the students
- The cell formally will review all cases and will act accordingly as per the Management policy
- The cell will give report to the authority about the cases attended to and the number of pending cases, if any, which require direction and guidance from the higher authorities.

Procedure for lodging complaint:

- The students may feel free to put up a grievance in writing/or in the format available in the admin dept. and drop it in boxes
- The Grievance Cell will act upon those cases which have been forwarded along with the necessary documents.
- The Grievance Cell will assure that the grievance has been properly solved in a stipulated time limit provided by the cell

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GRIEVANCE REDRESSAL COMMITTEE IN THE INSTITUTION AND APPOINTMENT OF OMBUDSMAN BY THE UNIVERSITY

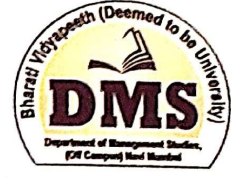
Sr.No.	Name of the Member	Designation
1	Dr. Premasish Roy	Chairperson (OMBUDSMAN)
2	Dr. Vilas Rao Kadam	Member
3	Dr. Mona Sinha, Professor / HOD	Member
4	Ms.Rikhi Yadav, Assistant Professor	Member
5	Dr. Deepa Nair	Member
6	Dr. R.D.Patil, Assistant Professor	Member

Premasish Roy

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ONLINE GRIEVANCE REDRESSAL MECHANISM

The function of the cell is to look into the complaints lodged by any student, and judge its merit. The Online Grievance cell is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach through Online Grievance Rederssal Mechanism

Establishment of Online Grievance Redressal Mechanism:

Students can send their grievances online through following link or through an email of principal.

Link:<https://ogrs.bvuict.in/Grievance.php>

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1	Dr. Premasish Roy	Chairperson
2.	Dr. Mona Sinha, Professor / HOD	Member
3	Ms.Rikhi Yadav, Assistant Professor	Member
4	Dr. R.D.Patil, Assistant Professor	Member
	Mr.Bhagwan Pawar, Clerk	Member

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