

Functions and Responsibilities of the "Women Cell"

With the enactment of the Sexual Harassment of Women at Workplace (Prevention prohibition and Redressal) act 2013, the institute is required to take various steps and measures as stipulated in the Act to provide for safe working environment and also to promote gender sensitization on the campus. In order to institutionalize such steps and measures, the Women's Cell is henceforth entrusted with following functions and responsibilities:

1. To sensitize the community at large towards gender related issues and to take such measures as would be necessary to create gender sensitivity on the campus;
2. To conduct orientation programs for new students and employees;
3. To suggest measures for providing a safe working environment for women on the campus and to recommend actions to be taken by the institute from time to time in order to deter the commission of any acts of sexual harassment or gender discrimination in any form;
4. To organize workshops and awareness programmes at regular intervals for sensitizing students and employees of the institute with the provisions of the Sexual Harassment of Women at Workplace (Prevention prohibition and Redressal) act 2013;
5. To offer advice on available courses of action to an aggrieved women on campus if she approaches the Women Cell.
6. To perform such other functions on behalf of the institute as may be assigned to it by the Director.

The Women's cell shall meet as frequently as it may deem appropriate, but it shall mandatorily meet at least once in every six months. Before completion of the tenure, the Women's Cell shall submit a terminal report to the Director dwelling upon the important initiatives made/recommended by them. Inquiries into specific complaints shall continue to be in the exclusive domain of the Internal Complaint Committee constituted by the institute under the provisions of the aforementioned Act.