



RAJ KUMAR GOEL INSTITUTE OF TECHNOLOGY

Approved by A.I.C.T.E., New Delhi and Affiliated to AKTU Technical University, Lucknow (U.P.)

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OFFICE OF THE DEAN (ACADEMICS)

Date: 08th March 2016

ORDER

SUB: ACTIVITIES OF WOMEN CELL

The sexual harassment of working women at the work place is a very sensitive issue which has been inviting attention of the Government as well as the Apex Court. The Hon'ble Supreme Court in the case of Vishakha & Others Vs State of Rajasthan and other states in writ petition (criminal) nos 666-70 had observed that the sexual harassment of working women amounts to violation of rights of gender equality and right to life and liberty.

2. In the absence of legislative measures, the Hon'ble Supreme Court in exercise of its power under Article 32 laid down the guidelines and norms which will be treated as law declared under Article 141 of the Constitution and will be applicable to both, public & private sector.

3. While issuing guidelines the Hon'ble Supreme Court has also defined the term 'sexual harassment' and said that for this purpose, sexual harassment includes such unwelcome sexually determined behavior (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.*

4. All employers or persons incharge of work place in the public or private sector shall take appropriate steps to prevent sexual harassment.

5. The Honourable Supreme Court also directed to constitute a 'Complaints Committee' to enquire into all such complaints. As per existing guidelines of the Supreme Court the 'Complaints Committee' should be headed by a women and not less than half of its members should be women. However, to prevent the possibility of any undue pressure or influence, such Complaints Committee should involve a 3rd party, either NGO or other body familiar with the issue of sexual harassment.

6. The Institute has a women cell with Dr. Poonam C Kumar as its Chairperson, to look into the Complaints of sexual harassment in the campus. A Complaints Committee was also formed with 14th members including the Chairperson Dr. Poonam C Kumar in the year 2013. However, some of the members of the women cell/ Complaints Committee having left the college already, the women cell as well as the Complaints Committee have been reconstituted as under:

WOMEN CELL

S.No.	Name	Designation/ Department	Position
1	Dr. Poonam C. Kumar	HOD (AS& H)	Chairperson
2	Dr. Monika Sachdeva	Principal (B. Pharm)	Member
3	Dr. Sachi Gupta	HOD (CSE)	Member
4	Mrs. Kiran Srivastava	Assoc. Prof (EN)	Member
5	Dr. Vinita Singh	Asst. Prof (AS & H)	Member
6	Mrs. Suman Bajpai	Warden (Senior Girls Hostel)	Member
7	Ms. Vijaya Malik	Warden (1 st year Girls Hostel)	Member
8	Mr. Pawan Kr. Shukla	HOD (ECE- 2 nd Shift)	Member
9	Mr. Lalit Saraswat	Assoc. Prof (CSE)	Member
10	Mr. Akhilesh Kumar	Warden (Senior Boys Hostel)	Member
11	Ms. Sakshi Handa	Student Representative, ECE-4 th year, 1 st Shift	Member
12	Ms. Sakshi Upadhyay	Student Representative, ME-4 th year, 2 nd Shift	Member
13	Ms. Deeksha Garg	Student Representative, CSE-3 rd year, 2 nd Shift	Member
14	Ms. Ridhi Tiwari	Student Representative, ECE-2 nd year, 1 st Shift	Member
15	Ms. Rupali Sinha	Student Representative, CSE-2 nd year, 1 st Shift	Member
16	Ms. Nandini Pandey	Student Representative, Pharmacy	Member
17	Ms. Diksha Tripathi	Student Representative, MCA, 2 nd Year	Member
18	Ms. Namrata Singh	Student Representative, Sec-M, CS (1 st year)	Member
19	Ms. Nishi Singh	Student Representative, Sec-E, CS (1 st year)	Member
20	Ms. Neha Goswami	Student Representative, MBA, (1 st year)	Member
21	Ms. Pranjali Jaiswal	Student Representative, CSE 3 rd year, 1 st Shift	Member
22	Mr. Pranay Srivastava	Student Representative, ECE 4 th year, 1 st Shift	Member
23	Mr. Ruchir Srivastava	Student Representative, ECE-3 rd year, 1 st Shift	Member
24	Mr. Prakhar Jain	Student Representative, CSE-2 nd year, 1 st Shift	Member
25	Mr. Sunil Yadav	Student Representative, MBA	Member

COMPLAINTS COMMITTEE

S.NO	NAME	DESIGNATION	MOBILE NO.	EMAIL ID.
1	Dr. Poonam C. Kumar, HOD, (AS& H)	Chairperson	9582945611	poonamckumar@gmail.com
2	Dr. Monika Sachdeva, Principal, (B. Pharm)	Member	98018443661	Monikapharm10@yahoo.co.in
3	Dr. Vibhuti, HOD (MBA)	Member	9910430300	drvibhuti@rkgit.edu.in
4	Mr. Pawan Kr. Shukla, HOD, ECE (2 nd Shift)	Member	9212383653	Pavan.shukla@rediffmail.com
5	Mrs. Suman Bajpai, Warden (Senior Girls Hostel)	Member	9582945619	Sumanbajpai7@gmail.com
6	Miss Shakshi Handa, 4 th year ECE (1 st Shift)	Member	8375810816	Handa.sakshi0@gmail.com
7	Miss Diksha Garg, 3 rd year CSE (2 nd Shift)	Member	9891156538	Deekshal1garg@gmail.com

The Complaints Committee will also have one representative from an NGO whose name will be identified by the Chairperson Dr. Poonam C Kumar.

7. The above Complaints Committee will enquire into the complaints of sexual harassment in the campus. The committee may devise its own procedure to enquire into the complaints and record evidence. The Committee is authorized to call any person working at RKGIT, who may be necessary to elicit the truth, or whose statement is considered necessary by the Committee. In case a person, who is not on the roll of the Institute or with the RKG group of Institutions, is required by the Committee, the Committee may approach the appropriate civil authorities either directly or through Director, RKGIT. The Committee, after conducting enquiry into a complaint, will submit report to the Chief Proctor who may further forward the same to the Director with appropriate remarks/ recommendation.

8. The Chairperson, women cell may please convene periodical meetings of the women cell to sensitize the issue of safety and security of the female employees (Faculty and Staff) and the girl students in the Institute.

9. It has approval of the Director.

(Dr. Y.K. Gupta)
Dean (Academics)

Copy to:

1. Chiarman
 2. Advisor (3) Director (R & D)
 4. Director
 5. Principals (MBA, MCA, B.Pharm) / Dean (2nd shift)
 6. HODs (CSE, IT, EEE, ECE, AEI, CE, ME, AS& H)
 7. Head, CRC (9) Registrar
- } This order should be circulated to all female Faculty members / employees.

9. **Dr. Poonam C Kumar, Chairperson,** Complaints Committee & Women Cell

10. Members of the Women Cell & Complaints Committee (by name)

11. All Wardens, Girls & Boys hostels- This may be given wide publicity in both the girls hostels. A copy of this order should also be placed on the Notice Boards in the girls hostels.

12. **Mr. Upesh Bhatnagar**
Web Administrator } To display this order on the College web-site. One email ID should be displayed on the College web-site exclusively dedicated to the women cell (Complaints Committee).

13. **Mr. Bakshish Singh**
ERP Incharge – } To display this order on the College ERP system.

(Dr. Y.K. Gupta)
Dean (Academics)