



RAJ KUMAR GOEL INSTITUTE OF TECHNOLOGY  
OFFICE OF THE DIRECTOR

Ref. No.RKGIT/ Dir.Off/June/2023/

Dated: 12th June, 2023

CIRCULAR

SUB: ACTIVITIES OF WOMEN CELL

(Session: 2023-24)

1. The sexual harassment of working women at the work place is a 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 Viashakha & 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 and 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 colored 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 Honorable 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 third party, either NGO or other body familiar with the issues of sexual harassment.

6. The Institute has a Women Cell with Dr. Mamta Goel, Professor, AS&H, as its Chairperson, to look into the issues of women safety & complaints of sexual harassment in the campus. The constitution of the Women Cell is as under:

S.No	Name of Faculty	Designation / Department	Status In Women Cell	Contact No.	Email Address
1	Dr. Mamta Goel	Professor AS&H	Chairperson	9899903170	mamtafsh@rkgit.edu.in
2	Dr. Archana Gupta	NGO Representative	Member	9910623934	Drarchanagupta14041972@gmail.com
3	Ms. Arti Kalra	Asstt. Prof. ME	Member	8755509567	aartifme@rkgit.edu.in
4	Dr. Manjusha Goel	Asst. Prof. MBA	Member	9811651235	mgmbafba@rkgit.edu.in
5	Ms. Geetika Mehta	Asst. Prof. B.Pharm	Member	8284826599	geetikaintouch@gmail.com
6	Mrs. Pooja Vajpayee	Asst. Prof. CSE	Member	9953884726	poojafcs@rkgit.edu.in
7	Ms. Farha Naz	Asst. Prof. ECE	Member	7017311096	farahfec@rkgit.edu.in
8	Mr. Saurabh Singh	Asst. Prof. ME	Member	9811469391	singhfme@rkgit.edu.in
9	Mrs. Shweta Sharma	Warden (Sr. Girls Hostel)	Member	9582945619	Kanan.sharma02@gmail.com
10	Ms. Supriya Verma	MBA 1st year	Member	9643989848	Vsupriya97@gmail.com
11	Ms. Vanshika Jindal	B.Tech IIIrd year, CSE	Member	8287390714	-
12	Ms. Niyati Bareja	B.Tech IIIrd year, CSE	Member	9627074351	niyati.bareja@gmail.com
13	Ms. Fiza Bano	B.Tech IInd year, CSE (AIML)	Member		banonajmeen83@gmail.com
14	Ms. Prerna Tyagi	B.Tech IInd year, ECE	Member	9528343055	prernatyagi745@gmail.com
15	Ms. Manika Goel	B.Tech 1st year, CSE	Member	9412619588	manikagoel2808@gmail.com

7. A complaints committee is also constituted to inquire into the complaints of sexual harassment or any other safety issue relating to any female faculty, staff or student. The constitution of complaints committee is as under:

### Complaint Committee

S.No	Name of Faculty	Designation / Department	Status in Women Cell	Contact No.	Email Address
1	Dr. Mamta Goel	Professor AS&H	Chairperson	9899903170	mamtafsh@rkgit.edu.in
2	Dr. Archana Gupta	NGO Representative	Member	9910623934	Drarchanagupta14041972@gmail.com
3	Dr. Manjusha Goel	Asst. Prof. MBA	Member	9811651235	mgmbafba@rkgit.edu.in
4	Ms. Geetika Mehta	Asst. Prof. B.Pharm	Member	8284826599	geetikaintouch@gmail.com
6	Mr. Saurabh Singh	Asst. Prof. ME	Member	9811469391	singhfme@rkgit.edu.in
7	Ms. Vanshika Jindal	B.Tech IIIrd year, CSE	Member	8287390714	
8	Ms. Prerna Tyagi	B.Tech IInd year, ECE	Member	9528343055	prernatyagi745@gmail.com

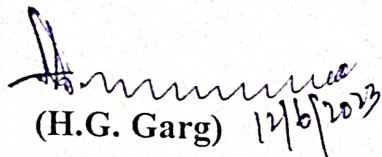
Email id : womencell@rkgit.edu.in

8. The Complaints Committee while inquiring into a complaint of sexual harassment or any other Women Safety issue, may devise its own procedure to enquire into the complaint 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 its report to the Dean Student Welfare who may forward the same to the Director with appropriate remarks/ recommendation.

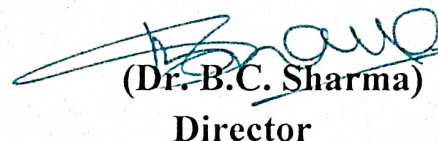
*[Signature]*  
17/6/2023

*[Signature]*

9. The Chairperson , Women Cell should 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. The Women Cell may also periodically interact with the girls in the Campus to find out their safety concerns and take remedial measures as considered appropriate.

  
(H.G. Garg) 12/6/2023

Dean Student Welfare

  
(Dr. B.C. Sharma)  
Director

Copy to:-

1. Principal Pharmacy
2. Principal BBA & BCA
3. Dean (Academics)
4. Dean (SW) / Dean EII;
5. The HODs / Coordinators 1<sup>st</sup> year;
6. **Dr. Mamta Goel, Chairperson, Women Cell;**
7. Members of the Women Cell (by name)

8. Warden, Girls hostel -

This may be given wide publicity in the girls hostel. A copy of this circular should also be displayed on the Notice Boards in the girls hostel.

9. All Wardens boys hostels;

10. Anti Ragging Control Room

11. **Mr. Rajesh Panjan,**  
Web Administrator

12. **Mr. Pawan Pandey,**  
Incharge, ERP

The Women Cell email ID should be displayed on the College web-site exclusively dedicated to the Women Cell (Complaints Committee). Also please display it on College ERP.

Group Chairman  
Group Vice Chairman  
Group Advisor  
Group Ex. Director

for kind information please.