



# Centre of Excellence



**GOVT. COLLEGE SANJAULI SHIMLA – 171006, H.P. (India)**  
**Co-educational Institution**  
**Affiliated to Himachal Pradesh University Shimla – 5**

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## **7.1: Institutional Values and Social Responsibilities**

### **Additional information for 7.1.1**

**7.1.1 Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years**

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# GENDER AUDIT REPORT



IQAC

COE-GC SANJAULI

SHIMLA – 6

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## **PREFACE**

The Gender Audit is an attempt to study whether the college has good gender balance. It tries to see whether college follows government rules, policies and actions formulated for up-gradation of women in society. The Gender Audit tries to assess the impact of its current and proposed policies on gender equality. The gender audit was conducted to identify means to make our college campus safer for girl-students/women and sharing the results with the authority of the college for implementation of the recommendations.

As part of the Audit, we conducted an online survey through Google form specially designed for the girl-students, faculty and the non-teaching staff in order to collate the respondent's perception on the prevailing Gender sensitive practices /facilities in the campus.

### **Action Plan for Gender Sensitization:**

- Regular sensitization activities will be organized to orient and reorient students and staff about social stereotypes about gender and gender roles.
- The Film Readers club will screen films that challenge problematic ideas about gender including heteronormativity and normalization of power imbalances and binaries.
- All gender equity programs will be designed in a manner that there is equal participation from boys and girls.
- Members of the Women's cell will make themselves available for counseling for issues pertaining to gender. The members themselves will undergo regular training sessions for such counseling.
- Provisions of POSH and *Vishakha Guidelines* will be communicated to all students and employees every year.
- Special programmes will be introduced to develop usable life and career skills to girls to make them self-reliant.

### **Gender Policy:**

- No discrimination on the basis of gender
- Equal opportunity for all genders
- Freedom of expression
- Unbiased and confidential grievance redressal cell
- Ensure the safety and security of all genders

Policy Document

# Zero Tolerance to Sexual Harassment and Gender Discrimination



**Centre of Excellence  
Government College Sanjauli, Shimla  
Himachal Pradesh**

## Introduction

Our college recognizes that sexual harassment and gender discrimination are pervasive problems that negatively impact our community. Sexual harassment and gender discrimination undermine the safety, dignity, and equality of our students, staff, and faculty. We are committed to creating a safe and inclusive environment where everyone is treated with respect and dignity. Therefore, we have developed a policy of zero tolerance towards sexual harassment and gender discrimination in all its forms.

## Policy Statement

Our college is committed to providing a safe and inclusive environment free from sexual harassment and gender discrimination. We recognize that sexual harassment and gender discrimination are serious violations of human rights that undermine the dignity, safety, and equality of individuals in our community. Therefore, we have developed a policy of zero tolerance towards sexual harassment and gender discrimination in all its forms.

**Sexual Harassment:** Any unwelcome sexual behaviour that creates an intimidating, hostile, or offensive environment. It includes physical, verbal, or non-verbal conduct of a sexual nature, such as unwanted touching, comments or jokes of a sexual nature, displaying sexually suggestive images, or making sexual advances. Sexual harassment can occur between individuals of the same or different genders, and can occur in any context, including in person or online.

**Gender Discrimination:** Our college also recognizes that gender discrimination is a serious problem that undermines the equality and dignity of individuals in our community. Gender discrimination refers to any unequal treatment based on gender, including discrimination based on gender identity or expression. This includes denying opportunities or benefits to individuals based on their gender, as well as creating a hostile or offensive environment based on gender.

## Legal Provisions

The college's policy on sexual harassment and gender discrimination is consistent with the following legal provisions:

- The Vishaka Guidelines, issued by the Supreme Court of India in 1997;
- The UGCs Saksham Measures for Ensuring the Safety of Women and Programmes for Gender Sensitization on Campuses;
- The University Grants Commission (Prevention, prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015.

## Women Cell and Prevention of Sexual Harassment (POSH) Committee

The college will have a Women Cell and Prevention of Sexual Harassment (POSH) Committee responsible for implementing the college's policy on sexual harassment and gender discrimination. The Women Cell

will be headed by a senior woman faculty member of the college. The POSH Committee will be made up of representatives from the college administration, faculty, and students.

The mandate of the Women Cell and POSH Committee will be to provide a variety of services relating to sexual harassment and gender discrimination. These activities will be divided in two broad categories:

- Prevention of Sexual Harassment and Gender Discrimination, including providing information and resources, and sensitization about sexual harassment and gender discrimination
- Remedies for Sexual Harassment and Gender Discrimination, including counseling and support, and support in the complaint process

The Women Cell and POSH Committee are committed to creating a safe and inclusive environment for all students, faculty, and staff. All stakeholders will be encouraged to contact and consult the Women Cell or POSH Committee in case of questions or concerns about sexual harassment or gender discrimination in the College.

The names and contact information of Women Cell or POSH Committee members will be prominently displayed on the College website as well as at prominent places in the College campus.

### Prevention of Sexual Harassment

- The prevention of sexual harassment is an important part of our commitment to creating a safe and inclusive environment. The preventive framework will include:
- Sensitization and training to all employees and students on the prevention of sexual harassment and gender discrimination along with the procedures for reporting and addressing complaints. Focus area of sensitization and training will include topics such as:
  - identifying sexual harassment;
  - identifying gender discrimination;
  - the impact of gender discrimination on individuals and the community;
  - the impact of sexual harassment on individuals and the community;
  - strategies for preventing sexual harassment; and
  - strategies for preventing gender discrimination.
- In addition to training, the college will also take steps to create a culture of respect and inclusion. This includes promoting respectful communication, addressing stereotypes and biases, and encouraging open and honest dialogue about issues related to gender and sexuality.
- The college will also provide resources and support services to individuals who have experienced sexual harassment or gender discrimination.

### Reporting Sexual Harassment and Gender Discrimination

We encourage all members of our community to report incidents of sexual harassment/gender discrimination. Reports can be made to any staff member or faculty member, and will be treated with sensitivity and respect. Complaints can also be made anonymously if desired.

#### Complaint Procedure

- **Who can file a complaint:** Any student, faculty member or personnel from the college administrative staff, who believes that they have been the victim of sexual harassment or gender discrimination is encouraged to report the incident.
- **To Whom:** A complaint can be addressed to either the POSH Committee or any individual member of the Post Committee.
- **How:** A complaint can be made in person, through email or in writing.
- **Confidentiality:** All complaints of sexual harassment and gender discrimination will be handled in a confidential manner to the extent possible. All members of the Committee, including the Coordinator, will take all necessary steps to protect the confidentiality of the complainant and the respondent.
- **Protection of Complainant:** The college will also take steps to ensure that the complainant is protected from retaliation or further harassment.

### Remedies

The college takes allegations of gender discrimination seriously and will take appropriate action against individuals who engage in such behaviour.

- Upon receipt of a complaint, the college will initiate an investigation into the incident. The investigation will be conducted by a complaints committee, which will be composed of three members. The committee will be trained in the procedures for handling complaints of gender discrimination and will be independent of the parties involved in the complaint.
- The investigation will be conducted in a prompt and confidential manner. The complainant and the accused will have an opportunity to present evidence and witnesses to the committee. The committee will make a determination as to whether an offence has been committed based on a preponderance of the evidence. If the committee determines that an offence has occurred, it will recommend appropriate action to the College.

### Sanctions for Sexual Harassment/Gender Discrimination

Sanctions for gender discrimination may include:

- Counseling
- Disciplinary action
- Termination of employment
- Expulsion from the college

### Conclusion

Our College is committed to providing a safe and inclusive environment for all students, faculty, and staff. This policy is intended to prevent sexual harassment and gender discrimination and to ensure that all members of the college community are treated with respect.

In addition to the above, the college will take the following steps to prevent sexual harassment and gender discrimination:

**Create a culture of respect and inclusion.** The college will promote a culture of respect and inclusion by providing training on sexual harassment and gender discrimination to all members of the college community. The college will also create opportunities for dialogue and discussion on these issues.

**Provide resources for victims of sexual harassment and gender discrimination.** The college will provide resources for victims of sexual harassment and gender discrimination, including counseling, support groups, and legal assistance.

**Hold perpetrators accountable.** The college will hold perpetrators of sexual harassment and gender discrimination accountable, up to and including expulsion from the college.

The college is committed to creating a safe and inclusive environment for all.

### Objectives of Gender Audit:

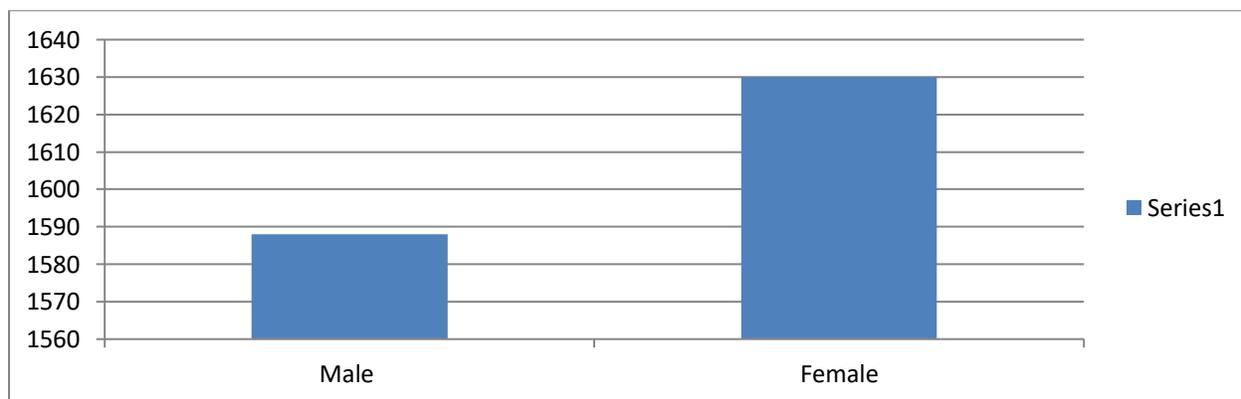
- To identify gaps where gender imbalance exists and the causes behind them.
- To suggest measures for bridging the gap.
- To maintain good gender balance in decision-making processes in all the college activities.
- To analyze the efforts and capacity for prevention of sexual harassment in the college.
- To strengthen the working capacity of Women's Cell/ Prevention of Sexual Harassment Cell/ICC and Grievance Redresses Cell of the college.

### Data Analysis:

The tables and diagrams (1-9) show gender classification of male and female strength of students and the total number of admissions to the college.

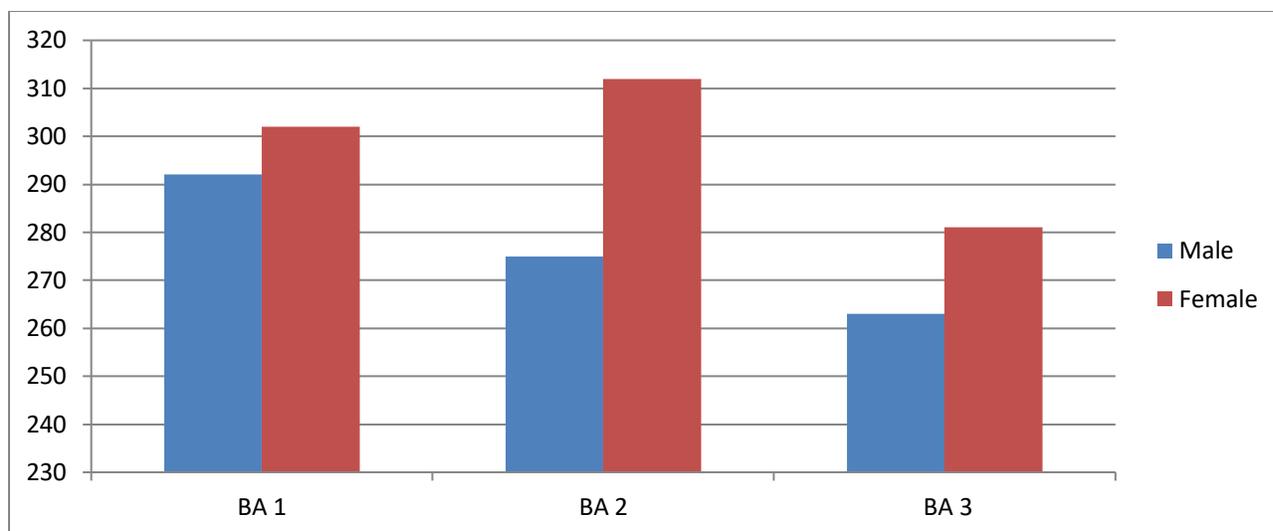
**Table 1:** Gender wise details of total students in the college

Sr No	Year	Total	Male (M)	Female (F)
1	2021-22	3218	1588	1630



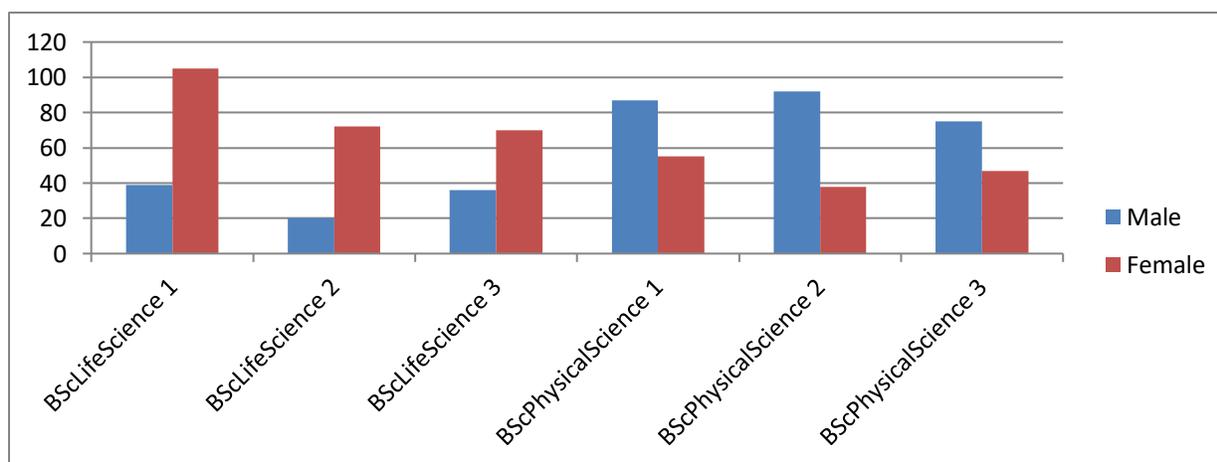
**Table: 2** Gender wise Details of Total Students in BA

Sr No	Year	Total	Male (M)	Female (F)
1	2021-22	1725	830	895



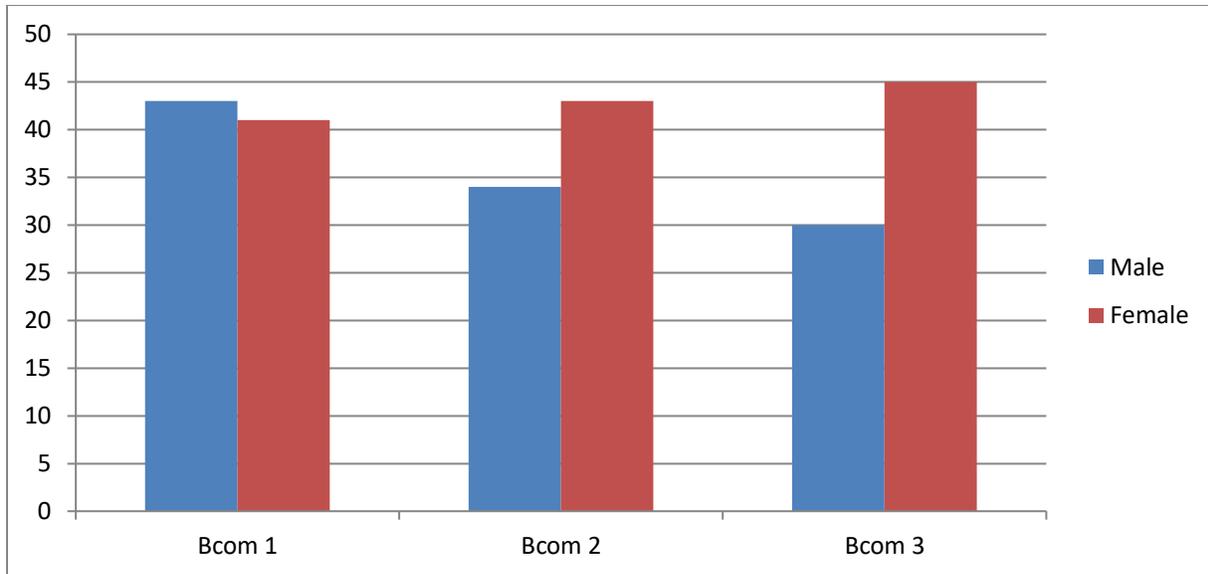
**Table: 3** Gender wise Details of Total Students in BSc

Sr No	Year	Total	Male (M)	Female (F)
1	2021-22	736	349	387



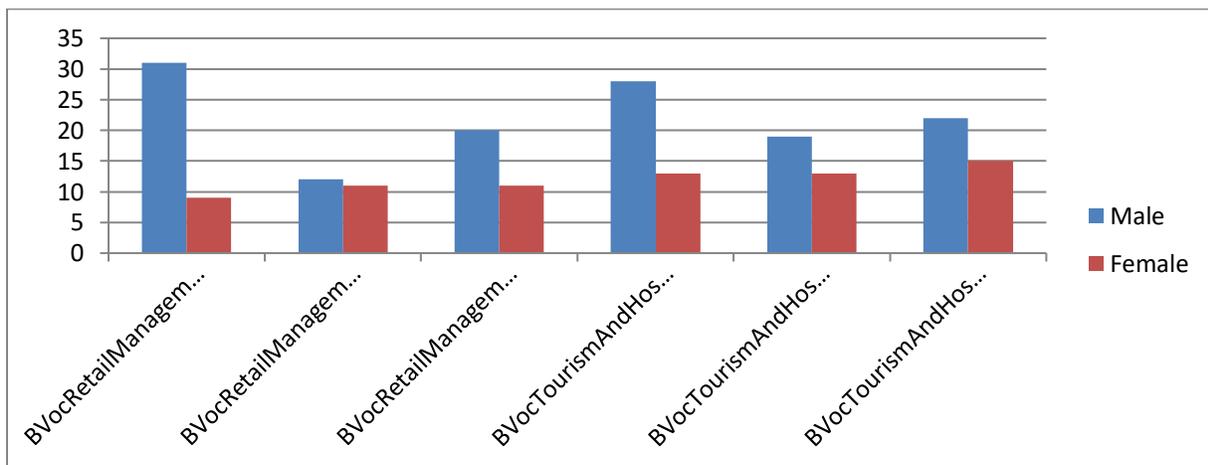
**Table: 4** Gender wise Details of Total Students in BCom

Sr No	Year	Total	Male (M)	Female (F)
1	2021-22	236	107	129



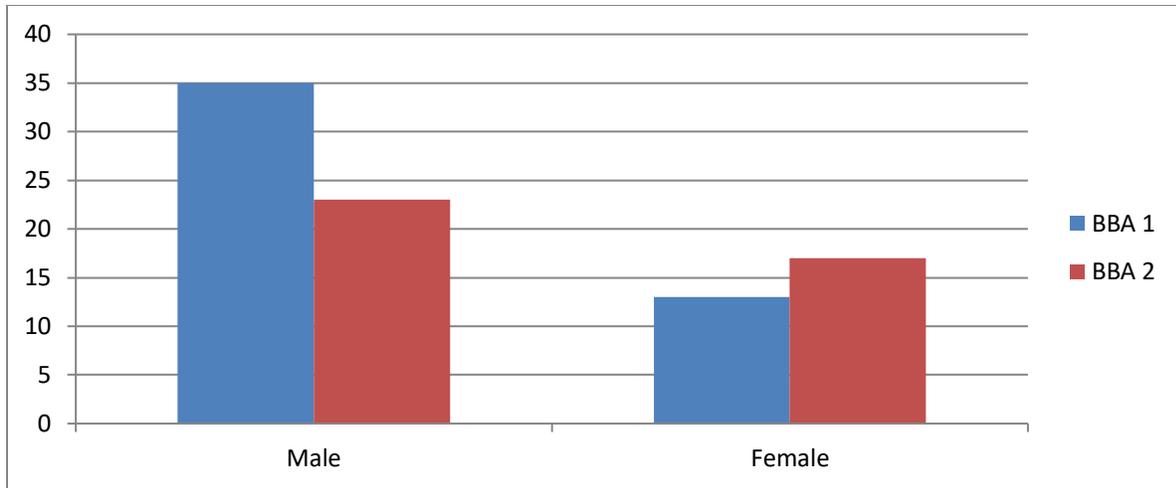
**Table: 5** Gender wise Details of Total Students in BVoc (Retail Management & Tourism and Hospitality)

Sr No	Year	Total	Male (M)	Female (F)
1	2021-22	204	132	72



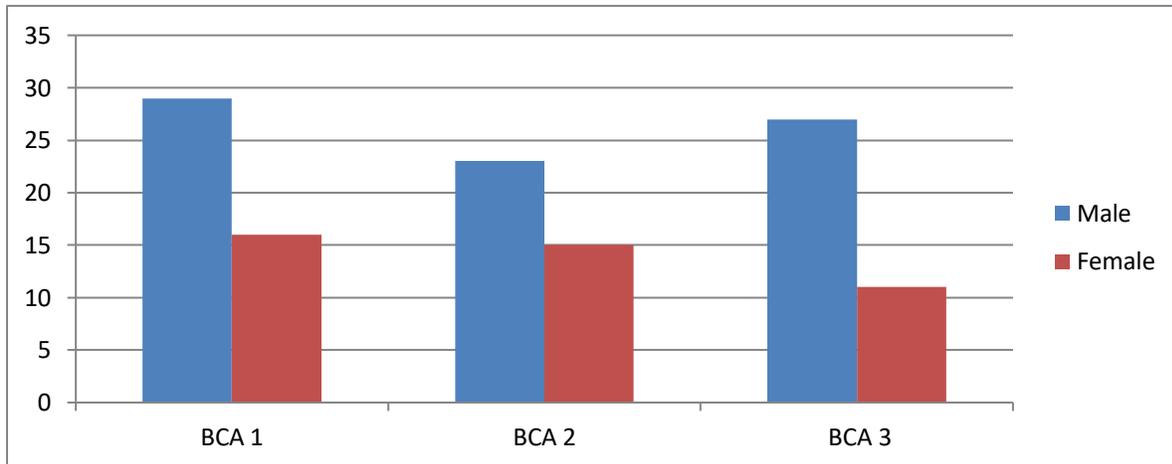
**Table: 6** Gender wise Details of Total Students in BBA

Sr No	Year	Total	Male (M)	Female (F)
1	2021-22	80	58	30



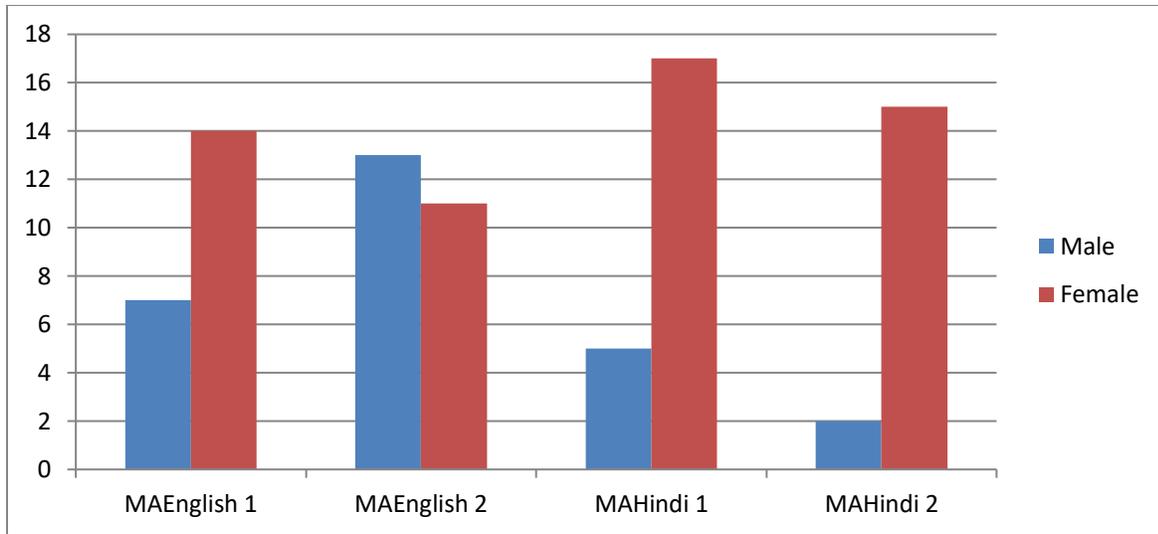
**Table: 7** Gender wise Details of Total Students in BCA

Sr No	Year	Total	Male (M)	Female (F)
1	2021-22	121	79	42



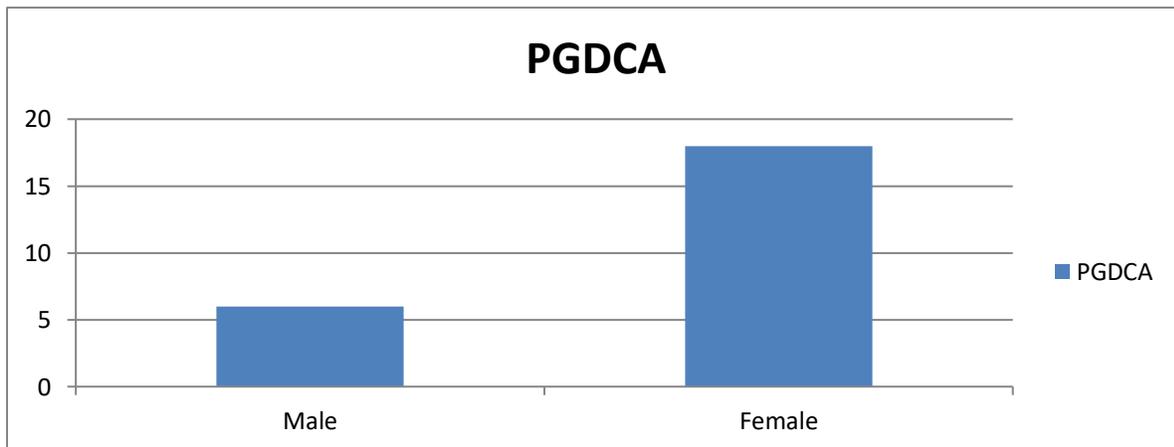
**Table: 8** Gender wise Details of Total Students in MA (English/Hindi)

Sr No	Year	Total	Male (M)	Female (F)
1	2021-22	84	27	57



**Table: 9** Gender wise Details of Total Students in PGDCA

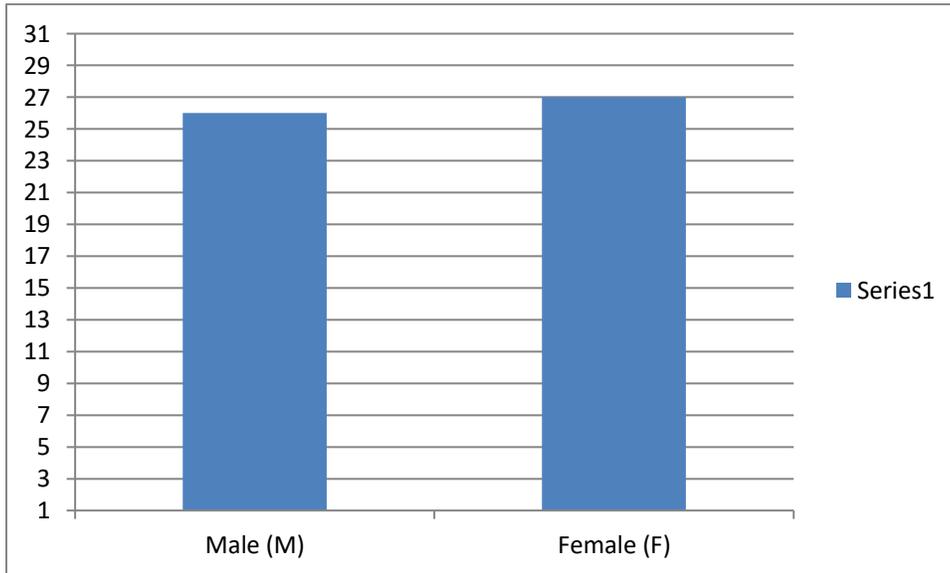
Sr No	Year	Total	Male (M)	Female (F)
1	2021-22	24	06	18



The tables and diagrams (10 & 11) show gender classification of male and female strength of staff to the college.

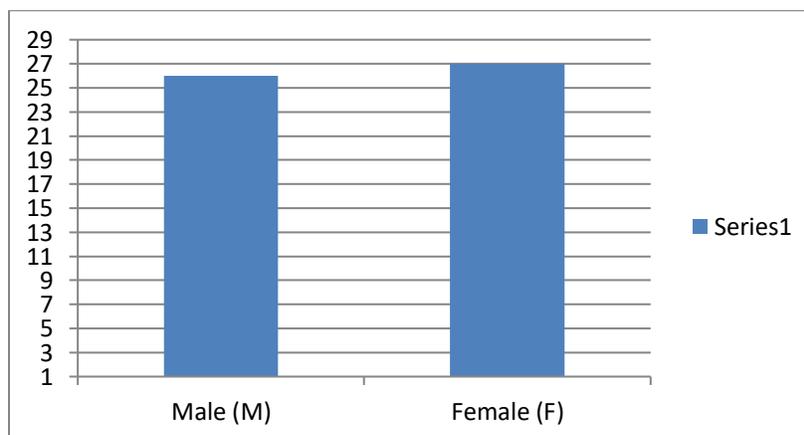
**Table 10:** Gender wise Details of Total Staff (teaching) in the College

Sr. No	Year	Total	Male (M)	Female (F)
1	2021-22	53	26	27



**Table 11:** Gender wise Details of Total Staff (non-teaching) in the College

Sr No	Year	Total	Male (M)	Female (F)
1	2021-22	27	16	11



## Sample Questionnaire:

### *Is your college a Gender-happy place?*

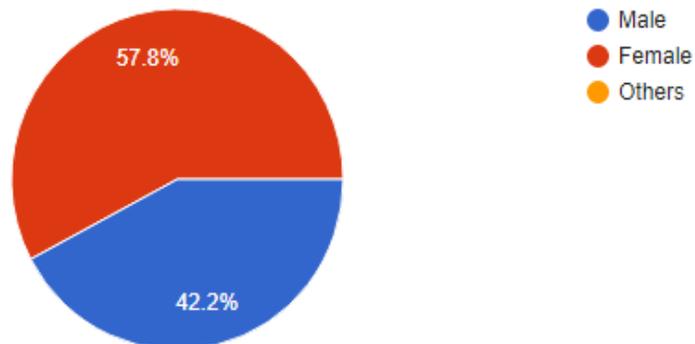
1. The college has a Women's Cell and the students are aware of its existence.
2. The college has a grievance redressal cell [ICC].
3. Awareness regarding college committees and cells (grievance redresses cell, women's cell internal complaint committee[ICC])
4. Adequate electricity facility is available in corridors, class rooms, common area and toilets.
5. Adequate hygiene (particularly sanitary napkin vending and disposal) and privacy is maintained.
6. Adequate amenities are available on the college campus (e.g. toilets, first aid facility, common room )
7. The Cell provides gender counseling.
8. Equal opportunity is given to all genders for free and fair expression of ideas
9. Cultural, social, legal awareness about sexual harassment at workplace is provided to all.
10. Do you feel safe in the college?
11. Are your peers gender-sensitive?
12. If need be, do you know how and where to lodge a complaint?

### Students and Staff (teaching & non-teaching) Responses:

A total number of 1004 (57.8% Female & 42.2% Male) students and staff members responded to the questionnaire. The responses are represented in the following diagrams:

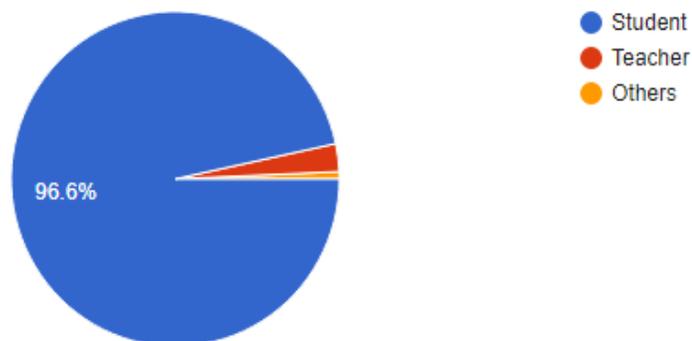
#### Gender

1,004 responses



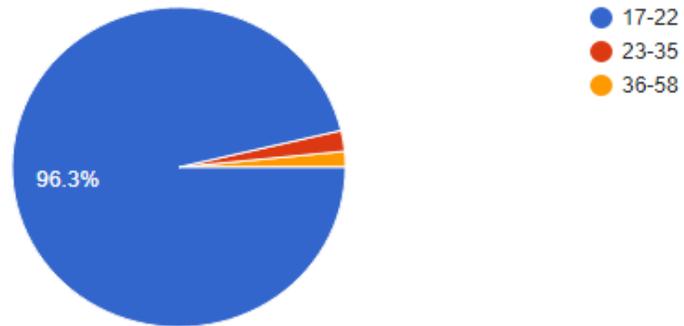
#### Occupational Status

1,004 responses



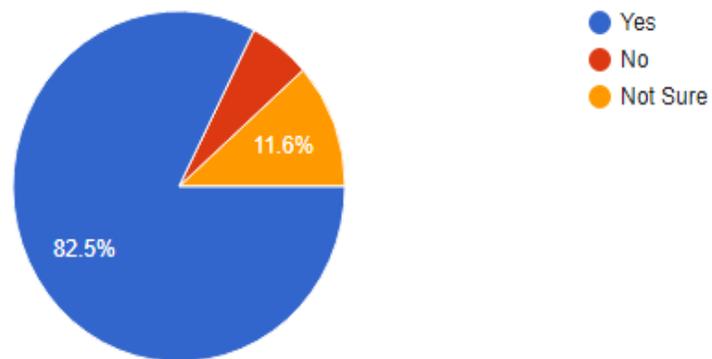
### Age Group

1,004 responses



### 1. The college has a Women's Cell and the students are aware of its existence.

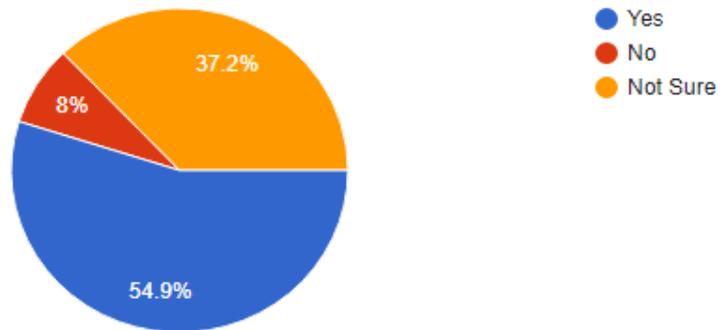
1,004 responses



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2. The college has a grievance redressal cell [ICC].

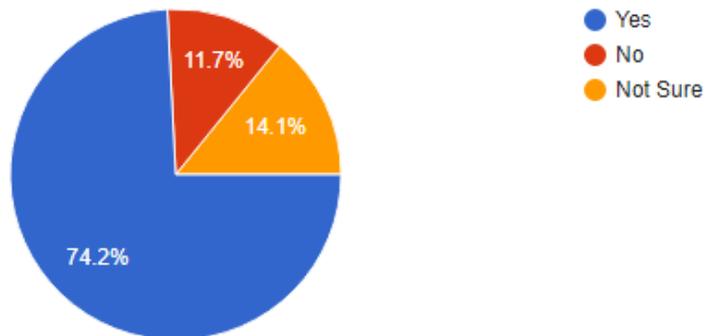
1,004 responses



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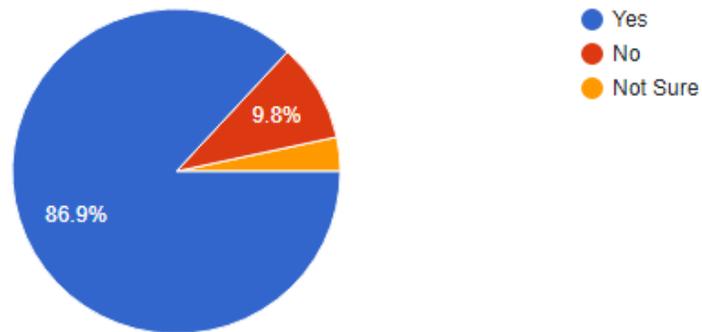
3. Do you have awareness regarding college committees and cells (Grievance Redressal Cell, Women's Cell, Internal Complaints Committee [ICC])?

1,004 responses



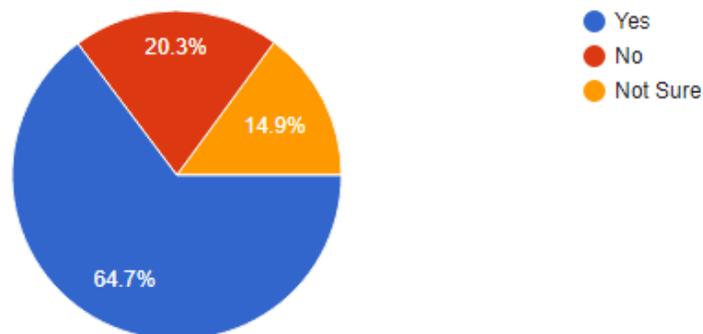
4. Adequate electricity facility is available in corridors, class rooms, common area and toilets.

1,004 responses



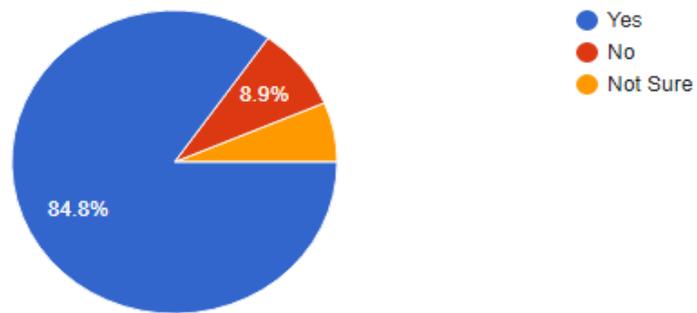
5. Adequate hygiene (particularly sanitary napkin vending and disposal) and privacy is maintained.

1,004 responses



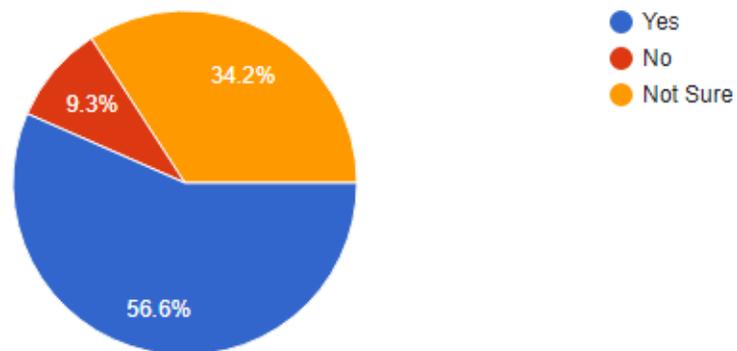
6. Adequate amenities are available on the college campus (e.g. toilets, first aid facility, common room )

1,004 responses



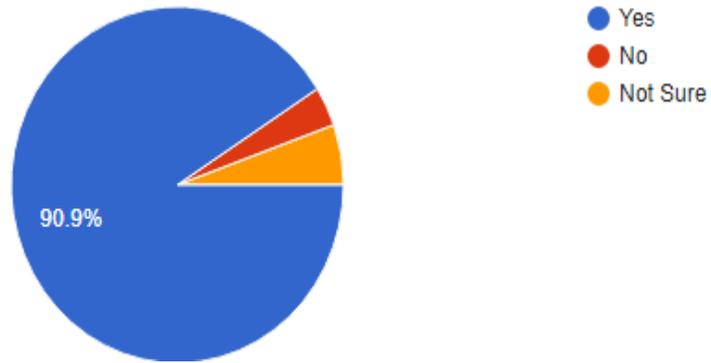
7. The Women's Cell provides gender counseling.

1,004 responses



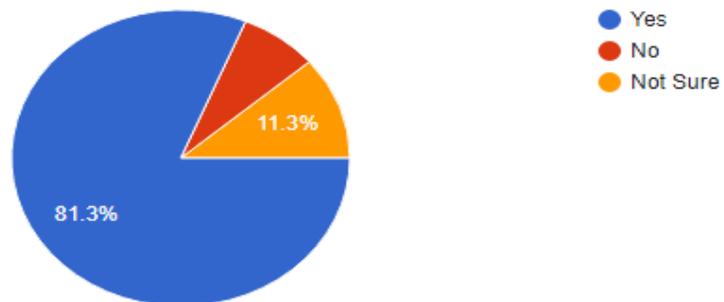
8. Equal opportunity is given to all genders for free and fair expression of ideas

1,004 responses



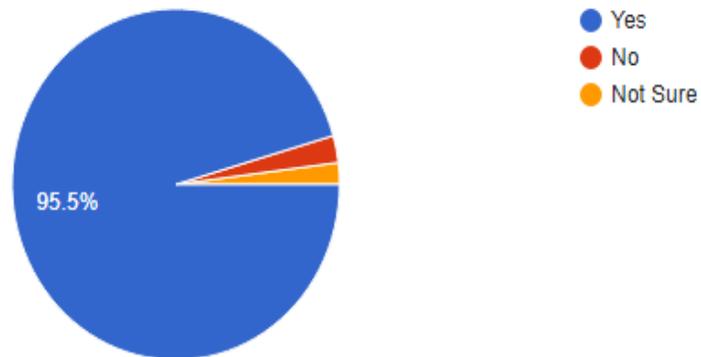
9. Cultural, social, legal awareness about sexual harassment at workplace is provided to all.

1,004 responses



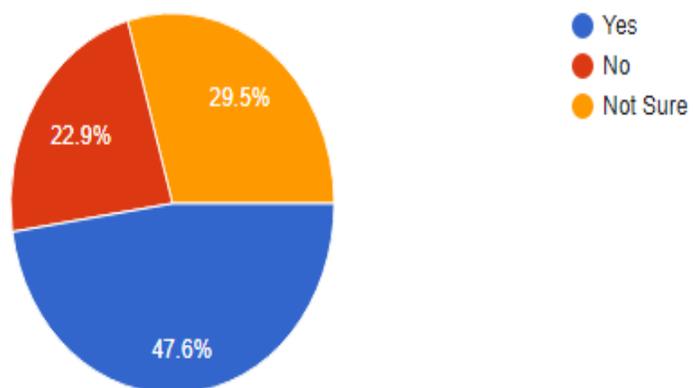
10. Do you feel safe in the college?

1,004 responses



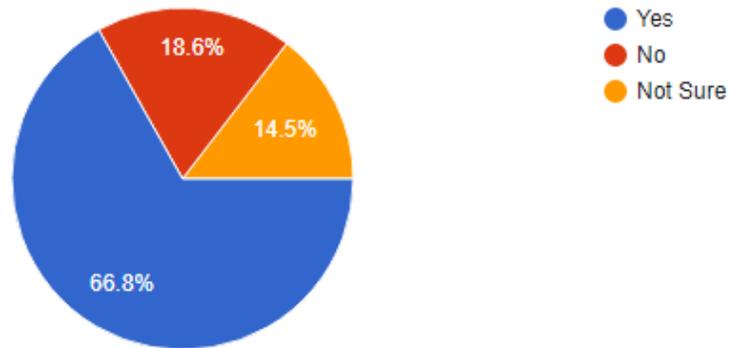
11. Are your peers gender-sensitive?

1,004 responses



12. If need be, do you know how and where to lodge a complaint?

1,004 responses



### **Salient Findings of the Audit Team:**

- Number of Girl students is higher than boys in all programmes.
- Female: male ratio in the staff is fairly high in the academic years.
- The college has a functioning Women's cell and an ICC that writes its report annually.
- The college conducts gender sensitization activities to orient the students and staff members.

### **Suggestions:**

- Define and deepen the understanding of concepts regarding gender equality, empowerment of women, gender stereotypes and violence.
- The representation of female staff members to decision making bodies may be increased.
- Organize more sports programmes for female students and staff members on a regular basis.
- More awareness programmes on Legal rights may be carried out.
- Introduce skill enhancement programmes for girls.

### **Conclusion:**

The analysis shows that gender equity goals and objectives are included in all the policies, programmes of the college. Students and staff reported that they had no complaints related to gender. The Gender Audit Team observed that gender equity and gender sensitivity is encouraged by management and staff of the college and they do have gender sensitive behaviour. It is found that the College has commendable strengths and some weaknesses. The weaknesses can be overcome with gradual changes.

**This is to verify that the following members of the Gender Audit team reported facts and findings as found on ground.**

