

Declaration by the Executive Registrar, Nirma University

From the year 2015-16 to 2019-20, total four cases of sexual harassment were reported to the Internal Complaints Committee for prevention of sexual harassment of women employees and students at Nirma University.

As per the provision of UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015, the identities of the aggrieved party or victim or witness shall not be made public or kept in public domain.

Hence, the minutes of meetings of Internal Complaints Committee for prevention of sexual harassment of women employees and students are not kept on the website. However, the same will be provided to DVV while verification, if required.


Executive Registrar
Nirma University





NIRMA
UNIVERSITY

NAAC ACCREDITED 'A' GRADE

NU/ER/STC/SH/UGC/15/

Date: 26.9.2016

To
Prof. Dr. Jaspal S. Sandhu
Secretary
University Grants Commission
(Ministry of Human Resource Development Govt. of India)
Bhadur Shah Zafar Marg
New Delhi 110002
Ph.: 011-23232055

Subject: Forwarding of Annual Return on cases of Sexual Harassment for the year 2015-16_reg.

Dear sir

Please refer to your letter No. F. 91-3/2014/ (GS) dated July 28, 2016 addressed to Vice chancellor Nirma University, which we received here on September 06, 2016.

Enclosed, please find the Annual Return on cases of Sexual Harassment for the period from April 1, 2015 to March 31, 2016 in the prescribed format and details of constitution of ICC for Nirma University.

Thanking you

Your Sincerely

Prof. Dr. Parvi Pokhariyal

Chairperson,
Complent Committee for
Prevention of sexual Harassment,
Nirma University

Encl: 1. Annual Return. 2. constitution of ICC



NIRMA
UNIVERSITY

NAAC ACCREDITED 'A' GRADE

Reference: UGC Letter no: F.91-3/2014(GS) dated: 28/07/16

Annual Return on cases of sexual Harassment

Period 1st April, 2015 to 31st March, 2016

Ministry / department / University: Nirma University Ahmedabad

Sr. No.		Ministry / Department	Private Unaided University
1	Number of Complaints of sexual harassment received in the year 2015-16	Not Applicable	03
2	Number of Complaint disposed of during the year 2015-16	Not Applicable	03
3	Number of cases pending for more than 90 days	Not Applicable	Nil
4	Number of Workshop on awareness programmes against sexual harassment is conducted during the year 2015-16	Not Applicable	05
5	Nature of action	Not Applicable	Imposed major penalty

Chairperson,

Compliant committee

for Prevention of Sexual harassment



NU/AC/Reconst_Prev_SexHaras/14-51

Date: 24.04.2014

NOTIFICATION

- Read: 1. **Notification No. NU- 911 dated 07.01.2006 – Constitution of Complaint Committee for prevention of Sexual Harassment**
2. **Notification No. NU - 284 dated 18.12.2009 - Reconstitution of Complaint Committee for Prevention of Sexual Harassment**
3. **Approval of Director General on note-dated 24.03.2014**

Sub: **Reconstitution of Complaint Committee for prevention of Sexual Harassment**

In pursuance of the directions issued by the Hon'ble Supreme Court in the judgement of Vishaka & Others v/s. State of Rajasthan & Others reported in 1997 (6) SCC 241, the Nirma University has constituted a complaint committee as per sr.no.-1 & 2 cited above and now, due to existence of new Act with regard to sexual harassment of women at workplaces (Prevention, Prohibition and Redressal) Act, 2013, the existing Complaint Committee for Prevention of Sexual Harassment is required to be reconstituted with certain modifications, Accordingly, the Director General has approved to reconstitute the Complaint committee as under :

1. **CONSTITUTION:**

Chairperson & Counsellor:

1. Dr. Purvi Pokhariyal
Director & Dean, Institute of Law
Nirma University, Ahmedabad
Phone : (O) 079-30642802
(M) 99988 49689

Members:

2. Ms. Nupur Sinha
Director,
Centre for Social Justice (External Member)
C-106, Royal Chinmay, Opp. IOC Pump,
Off. Judges Bungalows Road, Bodakdev,
Vastrapur, Ahmedabad - 54
Ph. - 079 - 26854248
M. - 09909963342
3. Prof. Harismita Trivedi
Professor,
Institute of Management, NU

4. Prof. Madhuri Bhavsar
Asso. Professor, Dept. of CE/ IT/MCA
Institute of Technology, NU
Ahmedabad
Phone : (M) 98790 50660, (O) 079-30642217
5. Prof. Niyati Acharya
Assistant Professor,
Institute of Pharmacy, NU
Ahmedabad.
6. Shri. D. M. Patel
Assistant Registrar,
Establishment Section, NU
Ahmedabad.
Ph. - (O) - 079 - 30642123, (M) - 9825955484
7. Shri. B. J. Patel
Deputy Registrar
Institute of Technology, NU
Ahmedabad '
Phon: (O) - 079-30642512, (M) - 98253 06200

Member Secretary

8. Dr. Ravindra Sen
(w.e.f. 12.10.2015 vide notification No. NU-110)
Asst. Registrar (Academic Section)
Nirma University
Ahmedabad
Phone: (O) 079-30642 680, (M) 9712936398

Sd/-
Executive Registrar

- To,
1. All the above members
 2. All Heads of the Institution
 3. All Heads of the Department (IT/ IDS)
 4. All Area Committee Chairman (IM/IP)
 5. Deputy Registrar -Examinations / IT/ IM
 6. I/c Accounts Officer
 7. Librarian – IT/IDS, IM, IP, IL, IS
 8. Est.Sec., Estate Dept., Admn. Officer-IP, Int. Auditor, All STS, III Cell, All Library, Transport Section, CSO

Copy to: OS – IT/IDS,IM,IP,IL,IS, Academics/ Examination, Ph.D.

- c.f.w.c to:
1. Vice President, NU
 2. Director General, NU
 3. Chief Operating Officer, NU
 4. Director (G&AA), NU

NU/ER/STC/SH/UGC/17/4400

Date: 15.09.2017



To
Prof. Dr. Jaspal S. Sandhu
Secretary,
University Grants Commission,
(Ministry of Human Resource Development Govt. of India)
Bhadur Shah Zafar Marg,
New Delhi 110002.
Ph.: 011-23232055

**Subject: Forwarding of Annual Return on cases of Sexual Harassment for the year
2016-17.**

Dear Sir

Enclosed, please find the Annual Return on cases of Sexual Harassment for the period from April 1, 2016 to March 31, 2017 of Nirma University in the pro forma as prescribed by the UGC.

Thanking you

Your Sincerely

A handwritten signature in blue ink, appearing to read "Purvi Pokhariyal", is written over a horizontal line.

Prof. Dr. Purvi Pokhariyal

Chairperson,
Complaint Committee for
Prevention of Sexual Harassment,
Nirma University.

Encl: 1. Annual Return for 2016-17.

Annual Return on cases of sexual Harassment

Period 1st April, 2016 to 31st March, 2017

Ministry / department / University: Nirma University Ahmedabad

Sr. No.		Ministry / Department	Private Unaided University
1	Number of Complaints of sexual harassment received in the year 2016-17	Not Applicable	- Nil -
2	Number of Complaint disposed of during the year 2016-17	Not Applicable	- Nil -
3	Number of cases pending for more than 90 days	Not Applicable	- Nil -
4	Number of Workshop on awareness programmes against sexual harassment is conducted during the year 2016-17	Not Applicable	07
5	Nature of action	Not Applicable	- N.A. -



Chairperson,

Complaint committee

for Prevention of Sexual harassment

NU/ER/STC/SH/UGC/18/4130

Date: 17.09.2018



NIRMA
UNIVERSITY

NAAC ACCREDITED 'A' GRADE

To
Prof. Rajnish Jain
Secretary,
University Grants Commission,
(Ministry of Human Resource Development Govt. of India)
Bhadur Shah Zafar Marg,
New Delhi 110002.
Ph.: 011-23236288, 23239337
Email: secy.ugc@nic.in, ugc.iccgs@gmail.com

**Subject: Forwarding of Annual Return on cases of Sexual Harassment for the year
2017-18.**

Dear Sir

Enclosed, please find the Annual Return on cases of Sexual Harassment for the period from April 1, 2017 to March 31, 2018 of Nirma University in the pro forma as prescribed by the UGC.

Thanking you

Your Sincerely

Prof. Dr. Purvi Pokhariyal

Chairperson,
Complaint Committee for
Prevention of Sexual Harassment,
Nirma University,
Ahmedabad.

Encl: 1. Annual Return for 2017-18

17/09/2018 Purvi

Annual Return on cases of sexual Harassment

Period 1st April, 2017 to 31st March, 2018

Ministry / department / University: Nirma University Ahmedabad

Sr. No.		Ministry / Department	Private Unaided University
1	Number of Complaints of sexual harassment received in the year 2017-18	Not Applicable	01
2	Number of Complaint disposed of during the year 2017-18	Not Applicable	01
3	Number of cases pending for more than 90 days	Not Applicable	- Nil -
4	Number of Workshop on awareness programmes against sexual harassment is conducted during the year 2017-18	Not Applicable	07
5	Nature of action	Not Applicable	- N.A. -



Chairperson,

Complaint committee

for Prevention of Sexual harassment

NU/ER/STC/SH/UGC/19- 1306

Date: 07.06.2019



To
Prof. Rajnish Jain
Secretary,
University Grants Commission,
(Ministry of Human Resource Development Govt. of India)
Bahadur Shah Zafar Marg,
New Delhi 110 002.
Ph.: 011-23236288, 23239337
Email: secy.ugc@nic.in, ugc.iccgs@gmail.com

Subject: Forwarding of Annual Return on cases of Sexual Harassment for the year 2018-19.

Ref.: Letter from UGC no. F-91-3/2014 (GS)Pt-1, Dt. 14.05.2019


Dear Sir

In reference to above, please find the Annual Return on cases of Sexual Harassment for the period from April 1, 2018 to March 31, 2019 of Nirma University in the pro forma as prescribed by the UGC attached herewith as *Appendix-X*. Also please note that Nirma University has already constituted the Complaints Committee for Prevention of Sexual Harassment (CCPSH) which is working as per UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Education Institutions) Regulation, 2015. The copy of the same is attached herewith as *Appendix- Y*.

Thanking you

Your Sincerely


Prof. Dr. Purvi Pokhariyal


Chairperson,
Complaint Committee for
Prevention of Sexual Harassment,
Nirma University,
Ahmedabad.

Encl: 1. Annual Return for 2018-19
2. Copy of Noti. No. NU/18-98, Dt. 21.06.2018- CCPSH

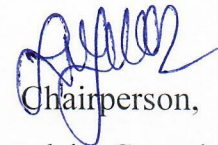
Reference: DOP&T O..M. No. 11013/2/2014-Estt.A.111 dated February 2, 2015

Annual Return on cases of sexual Harassment
Period 1st April, 2018 to 31st March, 2019

Name of the University: Nirma University Ahmedabad

Sr. No.		Number of cases*
1	Number of Complaints of sexual harassment received in the year 2018-19	- Nil -
2	Number of Complaint disposed of during the year 2018-19	- Nil -
3	Number of cases pending for more than 90 days	- Nil -
4	Number of Workshop on awareness programmes against sexual harassment is conducted during the year 2018-19	14
5	Nature of action	- N.A. -

* Information is provided in consolidated form in respect of University as a whole (including constituent institutes).



Chairperson,
Complaint Committee

for Prevention of Sexual Harassment



NU/AC/CCPSH/Memb nomi/18- 98
Date: 24.06.2018

NOTIFICATION

- Read: 1. Notification No. NU- 911 dated 07.01.2006 – Constitution of Complaint Committee for prevention of Sexual Harassment
2. Notification No. NU - 284 dated 18.12.2009 - Reconstitution of Complaint Committee for Prevention of Sexual Harassment
3. Notification No. NU – 14-51 dated 24.04.2014 - Reconstitution of Complaint Committee for Prevention of Sexual Harassment
4. Approval of Director General on note-dated 09.05.2018

Sub: Nomination of Dr. N. Lalitha in the Complaint Committee for Prevention of Sexual Harassment

It is, hereby, notified for the information of all concerned that, the Director General, Nirma University, has approved the nomination of **Dr. N. Lalitha**, Professor, Gujarat Institute of Development & Research, as an external member of Complaint Committee for Prevention of Sexual Harassment, Nirma University place of Ms. Nupur Sinha.

The updated list of members of Complaint Committee for prevention of Sexual Harassment is attached herewith as Appendix – A.

The objectives, functions etc. of Complaint Committee for prevention of Sexual Harassment are as under:

1. OBJECTIVES

- To prevent discrimination and sexual harassment against women, by promoting gender amity among students and employees
- To lay down procedures for the prohibition, resolution, settlement and prosecution of acts of discrimination and sexual harassment against women, by the students and the employees:
- 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:
- Recommend appropriate punitive action against the guilty party to the Chair/Director General of NU.

2. PROCEDURE FOR APPROACHING COMMITTEE

The Committee will deal with issues relating to sexual harassment at Nirma University. 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 Chair of the Committee. If the complaint is made to any Head of Institute, they may forward it to the Convener of the Committee Against Sexual Harassment.

3. SEXUAL HARASSMENT

Sexual harassment can be defined as "unwelcome" sexually determined behaviour (whether directly or by implication) as:

- Physical contact and advances;
- Demand or request for sexual favours;
- Sexually coloured remarks;
- Showing pornography; and
- Other unwelcome physical, verbal or non-verbal conduct of a sexual nature.

4. THE FOLLOWING IS ALSO COVERED WITHIN THE DEFINITION OF SEXUAL HARASSMENT

- Eye-teasing.
- Unsavoury 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.
- Foreible physical touch or molestation and
- Physical confinement against one's will and any other act likely to violate one's privacy.

THE PROCEDURE TO BE FOLLOWED BY THE COMMITTEE WILL BE AS UNDER:

5. COMPLAINT OF SEXUAL HARASSMENT-FOR THE PURPOSE OF SUB-SECTION (2) OF SECTION 9

- (i) Where the aggrieved woman is unable to make a complaint on account of her physical incapacity, a complaint may be filed by :
 - (a) her relative or friend; or
 - (b) Her co-worker; or
 - (c) An officer of the National Commission for Women or State Women's Commission; or
 - (d) Any person who has knowledge of the incident, with the written consent of the aggrieved woman;

- (ii) where the aggrieved woman is unable to make a complaint on account of her mental incapacity, a complaint may be filed by-
 - (a) her relative or friend; or
 - (b) a special educator; or
 - (c) a qualified psychiatrist or psychologist; or
 - (d) the guardian or authority under whose care she is receiving treatment or care; or
 - (e) Any person who has knowledge of the incident jointly with her relative or friend or a special educator or qualified psychiatrist or psychologist, or guardian or authority under whose care she is receiving treatment or care;
- (iii) where the aggrieved woman for any other reason is unable to make a complaint, a complaint may be filed by any person who has knowledge of the incident, with her written consent,
- (iv) where the aggrieved woman is dead, a complaint may be filed by any person who has knowledge of the incident, with the written consent of her legal heir.

6. MANNER OF INQUIRY INTO COMPLAINT

- i. Subject to the provisions of section 11, at the time of filing the complaint, the complainant shall submit to the complaints committee, six copies of the complaint along with supporting documents and the names and addresses of the witnesses.
- ii. On receipt of the complaint, the Complaints Committee shall send one of the copies received from the aggrieved woman under sub-rule (1) to the respondent within a period of seven working days.
- iii. The respondent shall file his reply to the complaint along with his list of documents, and names and addresses of witnesses, within a period not exceeding ten working days from the date of receipt of the documents specified under sub-rule (1).
- iv. The Complaints Committee shall make inquiry into the complaint in accordance with the principles of natural justice.
- v. The complaints Committee shall have the right to terminate the inquiry proceedings or to give an ex-parte decision on the complaint, if the complainant or respondent fails, without sufficient cause, to present herself or himself for three consecutive hearings convened by the Chairperson or Presiding Officer, as the case may be:
Provided that such termination or ex-parte order may not be passed without giving a notice in writing, fifteen days in advance, to the party concerned.
- vi. The parties shall not be allowed to bring in any legal practitioner to represent them in their case at any stage of the proceedings before the Complaints Committee.
- vii. In conducting the inquiry, a minimum of three Members of the Complaints Committee, including the Presiding Officer or the Chairperson, as the case may be, shall be present.

7. OTHER RELIEF TO COMPLAINANT DURING PENDENCY OF INQUIRY

The Complaints Committee at the written request of the aggrieved woman may recommend to the employer to -

- (a) restrain the respondent from reporting on the work performance of the aggrieved woman or writing her confidential report, and assign the same to another officer;
- (b) Restrain the respondent in case of an educational institution from supervising any academic activity of the aggrieved woman.

8. MANNER OF TAKING ACTION FOR SEXUAL HARASSMENT

Except in case where service rules exist, where the Complaints Committee arrives at the conclusion that the allegation against the respondent has been proved, it shall recommend to the employer or the District Officer, as the case may be, to take any action including a written apology, warning, reprimand or censure, withholding of promotion, withholding of pay rise or increments, terminating the respondent from service or undergoing a counselling session or carrying out community service.

9. ACTION FOR FALSE OR MALICIOUS COMPLAINT OR FALSE EVIDENCE

Except in cases where service rules exist, where the Complaints Committee arrives at the conclusion that the allegation against the respondent is malicious or the aggrieved woman or any other person making the complaint has made the complaint knowing it to be false or the aggrieved woman or any other person making the complaint has produced any forged or misleading document, it may recommend to the employer or District Officer, as the case may be, to take action in accordance with the provisions of rule 9.

10. APPEAL

Subject to the provisions of section 18, any person aggrieved from the recommendations made under sub-section (2) of section 13 or under clauses (i) or clause (ii) of sub-section (3) of section 13 or sub-section (1) or sub-section (2) of section 14 or section 17 or non-implementation of such recommendations may prefer an appeal to the appellate authority notified under clause (a) of section 2 of the Industrial Employment (Standing Orders) Act, 1946 (20 of 1946).

MISCELLANEOUS:

11. PENALTY FOR CONTRAVENTION OF PROVISIONS OF SECTION 16

Subject to the provisions of section 17, if any person contravenes the provisions of section 16, the employer shall recover a sum of five thousand rupees as penalty from such person.

12. MANNER TO ORGANIZE WORKSHOPS, ETC

Subject to the provisions of section 19, every employer shall-

- (a) formulate and widely disseminate an internal policy or charter or resolution or declaration for prohibition, prevention and redressal of sexual harassment at the workplace intended to promote gender sensitive safe spaces and remove underlying factors that contribute towards a hostile work environment against women;
- (b) Carry out orientation programmes and seminars for the members of the Internal Committee;
- (c) Carry out employees awareness programmes and create forum for dialogues which may involve Panchayati Raj Institutions, Gram Sabha, Women's groups, mothers' committee, adolescent groups, urban local bodies and any other body as may be considered necessary;
- (d) Conduct capacity building programmes for the members of the internal committee;

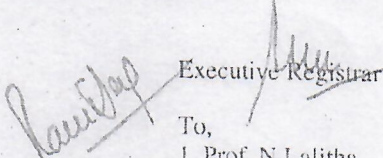
- (e) Declare the names and contact details of all the Members of the Internal Committee;
- (f) Use modules developed by the State Governments to conduct workshops and awareness programmes for sensitising the employees with the provisions of the Act.

13. PREPARATION OF ANNUAL REPORT

The annual report which the Complaints Committee shall prepare under Section 21, shall have the following details:

- (a) Number of complaints of sexual harassment received in the year;
- (b) Number of complaints disposed off during the year;
- (c) Number of cases pending for more than ninety days;
- (d) Number of workshops or awareness programme against sexual harassment carried out;
- (e) Nature of action taken by the employer of District Officer.

All Heads of the Institute are requested kindly to bring this to the notice of all the employees and students of the respective Institute / Sections concerned.


Executive Registrar

- To,
- 1. Prof. N.Lalitha
 - 2. All Heads of Institute
 - 3. All members of the CCPSH

Copy to: AR-Est. II; All OS; P.A. to ER

- c.f.w.c to:
- 1. Vice President
 - 2. Director General

Members of CCPSH

Chairperson & Counsellor:

1. Dr. Purvi Pokhariyal
Director & Dean, Institute of Law
Nirma University, Ahmedabad
Phone : (O) 079-30642802, (M) 99988 49689

Members:

2. Dr. N. Lalitha – External Member
Professor,
Gujarat Institute of Development and Research,
Add.: 6, Ravish Bungalows,
Hebatpur Road, Thaltej, Ahmedabad-380 059,
Ph. (O) 02717-242366 (Extn.-213) (M) 9427308677
Email: lalithanarayanan@gmail.com
3. Prof. Harismita Trivedi
Sr. Asso. Professor, Institute of Management,
Nirma University, Ahmedabad. Ph- (O) 079-30642629
4. Prof. Madhuri Bhavsar
Professor, Dept. of CS&E
Institute of Technology, Nirma University, Ahmedabad
Phone : (M) 98790 50660, (O) 079-30642217
5. Prof. Niyati Acharya
Assistant Professor,
Institute of Pharmacy, Nirma University, Ahmedabad,
Ph. (O) 079-30642721
6. Assistant Registrar
Establishment Section, Nirma University
Ahmedabad, Ph. - (O) - 079 - 30642681
7. Shri B. J. Patel
Deputy Registrar,
Institute of Technology, Nirma University, Ahmedabad
Phone: (O) - 079-30642512, (M) - 98253 06200

Member Secretary

8. Asst. Registrar (Academic Section)
Nirma University, Ahmedabad
Phone: (O) 079-30642 680

NU/ER/STC/SH/UGC/20-

Date: 24.07.2019



NIRMA
UNIVERSITY

NAAC ACCREDITED 'A' GRADE

To
Prof. Rajnish Jain
Secretary,
University Grants Commission,
(Ministry of Human Resource Development Govt. of India)
Bahadur Shah Zafar Marg,
New Delhi 110 002.
Ph.: 011-23236288, 23239337
Email: ugc.iccgs@gmail.com, secy.ugc@nic.in

Subject: Forwarding of Annual Return on cases of Sexual Harassment for the year 2019-20.

Dear Sir

With reference to the subject cited above, please find the Annual Return on cases of Sexual Harassment for the period from April 1, 2019 to March 31, 2020 of Nirma University in the pro forma as prescribed by the UGC attached herewith as *Appendix-A*.

Thanking you

Your Sincerely

Prof. Dr. Madhuri Bhavsar

Chairperson,
Internal Complaint Committee,
Nirma University,
Ahmedabad.

LS

Encl: 1. Annual Return for 2019-20

Reference: DOP&T O..M. No. 11013/2/2014-Estt.A.111 dated February 2, 2015


Annual Return on cases of sexual Harassment

Period 1st April, 2019 to 31st March, 2020

Name of the University: Nirma University Ahmedabad

Sr. No.		Number of cases*
1	Number of Complaints of sexual harassment received in the year 2019-20	- Nil -
2	Number of Complaint disposed of during the year 2019-20	- Nil -
3	Number of cases pending for more than 90 days	- Nil -
4	Number of Workshops on awareness programmes against sexual harassment conducted during the year 2019-20	12
5	Nature of action	- N.A.-

* Information is provided in consolidated form in respect of University as a whole (including constituent institutes).


Chairperson,
Internal Complaints
Committee