



Complaints Committee against sexual harassment at workplace (CCSH-AU)

Annual Report

(July 2023 to June 2024)

Submitted to

The Registrar
Annamalai University
Annamalai Nagar – 608002, Tamil Nadu

By

Prof. A.Sundari
Chairperson
Complaints committee against sexual harassment at workplace (CCSH)
Annamalai University
Annamalai Nagar – 608002, Tamil Nadu

ANNAMALAI UNIVERSITY

Complaints Committee against Sexual Harassment at Workplace (CCSH-AU)

The first Complaints committee against sexual harassment at workplace has been constituted by Annamalai University as per the Supreme court judgement on Vishaka and others vs State of Rajasthan and others and the sexual harassment of women at work place (Prevention, Prohibition and Redressal) Act, 2013 and SAKSHAM Guidelines of the UGC in the year 2013. The objective of the Committee is to maintain congenial working environment for women employees and students of Annamalai University in accordance with the guidelines provided by the Supreme Court of India.

Complaints committee against sexual harassment at workplace(2023-2024)

Sl.No	Name & Designation of Employee/ Student	Chair Person/ Members
1	Dr. P. Mullai, Professor Department of Chemical Engineering, FEAT, AU	Chair Person (Teaching)
2	Dr.D.Stella, Professor Department of Agriculture Microbiology, AU	Member (Teaching)
3	Dr.K.Padhmanaban, Professor Department of Commerce	Member (Teaching)
4	Mrs.V.Shanthi, Assistant Registrar Establishment, AU	Member (Non-Teaching)
5	Mr.Kumaraguru, Assistant Registrar 'D' Section, AU	Member (Non-Teaching)
6	Mr.M.Manikandan, Research Scholar Department of Physics, AU	Member (Student)
7	Ms.P.Ruthra, II Year B.Sc., Horticulture(Hons), AU	Member (Student)
8	Ms. R. Sharfunisha, II Year Integrated Biochemistry, AU	Member (Student)
9	Mr. A. Sambandam, Advocate & Secretary, Natyanchali Trust, Chidambaram No.56, East Car Street, Chidambaram	Member

Re-constituted Committee with effect from January, 2024

University Order No.15/2024(C) dated 04.01.2024 & University Order No.110/2024 (C) dated 13.02.2024

Sl.No	Name & Designation of Employee/ Student	Chair Person/ Members
1	Dr.A.Sundari Professor Department of Agronomy, Faculty of Agriculture, AU	Chair Person (Teaching)
2	Dr.D.Stella, Professor Department of Agriculture Microbiology, AU	Member (Teaching)
3	Dr.K.Padhmanaban, Professor Department of Commerce	Member (Teaching)
4	Tmt. D.Sivakamasundari, Assistant Registrar Establishment Section, University Office, AU	Member (Non-Teaching)
5	Thiru.G.Ravichandran, Section Officer Grants Section, University Office, AU	Member (Non-Teaching)
6	Mr.M.Manikandan, Research Scholar Department of Physics, AU	Member (Student)
7	Ms.P.Ruthra, II Year B.Sc., Horticulture(Hons), AU	Member (Student)
8	Ms. R. Sharfunisha, II Year Integrated Biochemistry, AU	Member (Student)
9	Tmt.ThangamRajasekar, Ladies Club Annamalainagar. (Outsider)	Member

The details of the committee members (Name, designation, contact numbers and email id) are available on the University website (www.annamalaiuniversity.ac.in). The above cell enquires the matter in detail on receiving complaints and takes action on the recommendations of the committee.
Total number of complaints received during 2023-2024 = Four

Year	No of complaints	Department	Faculty	Resolved	Action proposed
2023-2024	04	Biochemistry and Biotechnology	Science	Resolved	1. Instructed the teacher to handle the students with polite and convincing manner. 2. The respondent may not be allotted classes to the complainant to avoid unnecessary issues. 3. The teacher may be debarred from the University Examinations (conducting practical examinations and paper valuation) to avoid unnecessary issues. 4. To safeguard the students well being strong action should be taken against the staff.
		Engineering Chemistry	Arignar Anna Government Arts College, Villupuram	Not Resolved Under process	--
		Centre for Rural Development	Arts	Not Resolved Under process	--
		Computer and Information Science	Science	Not Resolved Under process	--

Policy of prohibiting sexual harassment

One of the core objectives of Annamalai University (hereinafter referred to as “University”) is to ensure gender equality and gender justice through the University interventions and practices. In keeping with this principle, it is important to ensure a climate free from discrimination and harassment, with a particular focus on prevention of sexual harassment. Sexual harassment of individuals occurring in the place of work or study or in other settings in which they may find themselves in connection with their association with the University is unlawful and will not be tolerated by the University. Further, any retaliation against an individual who has complained about sexual harassment complaint is similarly unacceptable. To achieve this goal, conduct that is described as “Sexual harassment” in this policy will not be tolerated and a procedure is provided by which inappropriate conduct will be dealt with, if encountered among employees / students.

The University will also take all the appropriate steps necessary to protect individuals from retaliation. Such steps include:

- Action to stop retaliatory behavior
- Providing required security measures
- Counseling help to complainant and accused.

The University takes allegations of sexual harassment seriously, and will respond promptly to complaints of sexual harassment and where it is determined that such inappropriate conduct has occurred, prompt and appropriate corrective action as is necessary, including disciplinary action, will be taken.

While this policy sets forth the goal of the University of promoting a study or workplace that is free of sexual harassment, the policy is not designed or intended to limit the authority of the University to discipline or take remedial action for conduct which the University deems unacceptable, regardless of whether that conduct satisfies the definition of sexual harassment. The committee organizes an awareness drive among the staff and students of the University to impart knowledge on sexual harassment at work place, the legal aspects and rights. The drive also aims at throwing light on sexual hygiene and effects of nutrition on adolescence.

Independent office and infrastructure

The Complaints committee against sexual harassment at workplace (CCSH) have a designated office with a board outside displaying details of the CCSH. An independent designated separate office with full facilities such as office tables and chairs are available for CCSH in the (Ground floor of Techpark Building) of Annamalai University for effective functioning of the committee. The office provides a clear physical boundary between the CCSH and the outside world.

Meetings organised

The following meetings were convened by the Prof. A.Sundari, Chairperson of Complaints committee against sexual harassment at workplace (CCSH-AU). The minutes of meeting were recorded during a meeting and help in understanding the deliberations and decisions taken at the meeting.

Meeting of the Minutes	
2023-2024	
Date	Time
06.07.2023	03.00.p.m.
10.07.2023	11.15.a.m.
26.07.2023	03.00.p.m.
07.09.2023	11.00.a.m.
13.10.2023	11.00.a.m.
24.01.2024	03.00.p.m.
30.01.2024	03.00.p.m.
12.02.2024	02.30.p.m& 04.00.p.m.
26.02.2024	03.30.p.m.
09.07.2024	11.30.a.m.
18.07.2024	11.00.a.m.

The responsibilities of the Complaints committee against sexual harassment at workplace (CCSH) also includes the conduct of awareness programmes and workshops/activities. The following activities were organised by the Prof. A.Sundari, Chairperson of Complaints committee against sexual harassment at workplace (CCSH).

Sl.No	Year	Name of the Programme	No of Days	Total Student Strength	Venue
1.	16.10.2023	Safety at Workplace	01	300	MOOC Hall, Department of Commerce, Faculty of Arts
2.	27.02.2024	Sexual harassment at workplace and Legal Remedies	01	300	MOOC Hall, Department of Commerce, Faculty of Arts

Report on One-day training Programme on
“Safety at workplace”

DATE : 16.10.2023
VENUE : MOOC HALL
NO. OF CHIEF GUEST ATTENDED : 1
NO OF VOLUNTEERS ATTENDED : 300
TIMING : 10.30AM -12.30PM

The Complaints Committee against Sexual Harassment at workplace, Annamalai University has organized an one day training on the topic of **“Safety at Workpace”** at Department of Commerce on 16th of October 2023. Mrs. K. Jayaseeli, Sub Inspector of Police, AWPS,Chidambaram was invited as chief guest speaker.

Invocation begins by the quote **“Awareness without action is Worthless”**Which is followed by singing thamizhthaivazhthu and Arasarvazhthu by our brother Gopikrishnan from department of music. Then professor K. Padhmanaban welcomed the gathering in a warm manner by saying the importance of womens safety in work place then Prof. P. Mullai Chairperson (CCSH-AU) honouredthe guest of the day Mrs.K.Jeeyaseeli, Sub Inspector of Police (All Women Police Station - AWPS), Chidambaram followed by that Prof. K. Padhmanaban, Member of CCSH-AU honoured Dr. J. Thirumal, Associate Professor and Head (i/c), Department of Philosophy, Annamalai University.



Honouring the chief guest



Prof. P. Mullai, Chairperson (CCSH-AU), Annamalai University welcomed the gathering and delivered the presidential address and highlighted the importance of women. She had briefly explained about Annamalai University Complaints Committee against Sexual Harassment at workplace. She gave brief introduction about the chief guest. Dr. P. Mullai Chairperson (CCSH-AU) honoured the guest of the day. Mrs .K.Jayasili, sub inspector police (AWPS) chidambaram. As a special guest Mrs .K.Jayasili, sub inspector police (AWPS) chidambaram , gave a detailed speech about gender sensitization and discussed about how both sexes should respect one another. She also discussed about gender differences like male and female and how to overcome such approaches.

She gave some important tips to overcome the sexual harassment and how to make complaint without any hesitation. Dr. D. Stella, member of (CCSH-AU) proposed the vote of thanks.



Presidential address by Prof. P. Mullai, Chairperson (CCSH-AU), Annamalai University



**Special lecture by chief guest Mrs .K.Jayasili,
Sub Inspector Police (AWPS), Chidambaram**





Vote of thanks by Dr. D. Stella, member of (CCSH-AU)

This useful one day training program came to end by a small interactive session between our chief guest and our students followed by national anthem then the participants were given refreshment. This one day training on **“Safety at Workplace”** was conducted successfully and went lively our students engaged themselves in a good manner and they received useful thoughts and advice from the chief guest along with that some of our doubts had been cleared by the chief guest.



Gallery of the event

Report on one-day training Programme on **“Sexual harassment at workplace and Legal remedies”**

DATE	:	27.02.2024
VENUE	:	MOOC HALL
NO. OF CHIEF GUEST ATTENDED	:	1
NO OF VOLUNTEERS ATTENDED	:	300
TIMING	:	10.30AM -12.30PM

The Complaints Committee against Sexual Harassment at workplace, Annamalai University has organized an one day training on the topic of **“Sexual harassment at workplace and Legal remedies”** at Department of Commerce on 27th of February 2024. Mrs. R. Gokila, Advocate, Trichy was invited as chief guest speaker.

Invocation begins by the quote **“Awareness without action is worthless”** Which is followed by singing Thamizhthaivazhthu and Arasarvazhthu by our brother Gopikrishnan from department of music. Prof. A. Sundari, Chairperson (CCSH-AU), Annamalai University welcomed the gathering and delivered the presidential address and highlighted the importance of women and women’s safety at workplace. She had briefly explained about Annamalai University Complaints Committee against Sexual Harassment at workplace. She gave brief introduction about the chief guest. Dr. A. Sundari Chairperson (CCSH-AU) honored the guest of the day Mrs. R. Gokila, advocate. Prof. K. Padhmanaban, Member of CCSH-AU honored Dr. R. Elangovan, Professor and Head, Department of commerce, Annamalai University. As a special guest Mrs .R. Gokila, Advocate, trichy, gave a detailed speech about gender sensitization and discussed about how both sexes should respect one another. She also discussed about gender differences like male and female and how to overcome such approaches. She gave some important tips to overcome the sexual harassment and how to make complaint without any hesitation. Dr.K. Padhmanaban, member of (CCSH-AU) proposed the vote of thanks.



Invocation



Presidential address by Prof. A. Sundari, Chairperson (CCSH-AU), Annamalai University



Vote of thanks by Dr.K. Padhmanaban, member of (CCSH-AU)

This useful one day training program came to end by a small interactive session between our chief guest and our students followed by national anthem then the participants were given refreshment. This one day training on **“Sexual harassment at workplace and Legal remedies”** was conducted successfully and went lively our students engaged themselves in a good manner and they received useful thoughts and advice from the chief guest along with that some of our doubts had been cleared by the chief guest.



Gallery of the event



Interaction session by chief guest

- ❖ Chairperson of CCSH at work place Dr. (Mrs). A. Sundari, participated safe campus program on 22nd march, 2024 organised by Association of Indian Universities and Martha Farrell Foundation.



Congratulations

A. Sundari

For your successful completion of the **Association of Indian Universities** and **Martha Farrell Foundation**
Safe Campus Program held **22nd March 2024**.

A handwritten signature in black ink, reading 'Nandita'.

Nandita Pradhan Bhatt
Director - Operations
Martha Farrell Foundation

A handwritten signature in blue ink, reading 'Rama Devi Pani'.

Dr. Rama Devi Pani
Editor, University News
Association of Indian Universities