

ANNAMALAI **UNIVERSITY**
Complaints Committee against sexual harassment at workplace

2019-2020

By

Prof. P. Mullai
Chairperson

Complaints committee against sexual harassment at workplace (CCSH)
Annamalai University
Annamalai Nagar – 608002, Tamil Nadu

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2. Meetings of the committee
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ANNAMALAI UNIVERSITY

Complaints Committee against Sexual Harassment at Workplace

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 the 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 (2019-2022)

Sl.No	Name & Designation of Employee/ Student	Chair Person/ Members
1	Dr. P. Mullai, Professor, Department of Chemical Engineering, FEAT, Annamalai University	Chair Person (Teaching)
2	Dr. D. Geetha, Associate Professor, Department of Physics	Member (Teaching)
3	Dr. J. Thirumal, Associate Professor & Head (i/c) Department of Philosophy	Member (Teaching)
4	Mr. C.K. Parimalam, Instructor Special Grade, Department of Mechanical Engineering, FEAT, Annamalai University	Member (Non-Teaching)
5	Tmt. E. Kalyani (I.D.No. 01203), Deputy Registrar, Works Section, Annamalai University	Member (Non-Teaching)
6	Mr.R. Elencheran, Research Scholar, Department of Chemistry, Annamalai University	Member (Student)
7	Ms. R. ShirlyPushpam, M.B.B.S. (III-Year), Rajah Muthiah Medical College, Annamalai University	Member (Student)
8	Ms. S. Abarna, B.Sc., (Hons), II year, Annamalai University	Member (Student)
9	Dr. V. Nadanasabapathy, Secretary, Centre for Rural Education and Economic Development (CREED), No. 23, Aranganathan Nagar, Near Chinna Market Chidambaram. Cell : 94432 62222.	Member (NGO)



ANNAMALAI UNIVERSITY



UNIVERSITY ORDER NO.526/2019 (C) DATED 11.11.2019

Sub: Establishment – Re-constitution of Complaints Committee against Sexual Harassment at Workplace - Orders issued.

Ref: Orders of the Vice-Chancellor dated 03.11.2019.

&&&&&

As per the Guidelines of Supreme Court, a Complaints Committee has been already constituted and functioning in this University to look into the issues relating to Sexual Harassment at Work Place. Now, the Committee is re-constituted with the following members.

Sl. No.	Name & Designation of Employee / Student	Chair Person / Members
1.	Dr. P. Mullai, Professor, Department of Chemical Engineering, FEAT, Annamalai University.	Chair Person
2.	Dr. D. Geetha, Associate Professor, Department of Physics.	Member (Teaching)
3.	Dr. J. Thirumal, Associate Professor & Head (i/c) Department of Philosophy.	Member (Teaching)
4.	Mr. C.K. Parimalam, Instructor Special Grade, Department of Mechanical Engineering, FEAT, Annamalai University.	Member (Non-Teaching)
5.	Tmt. E. Kalyani (I.D. No. 01203), Deputy Registrar, Works Section, Annamalai University.	Member (Non-Teaching)
6.	Mr. R. Elancheran, Research Scholar, Department of Chemistry, Annamalai University.	Member (Student)
7.	Ms. Shirley Pushpam, M.B.B.S. (III-Year), Rajah Muthiah Medical College, Annamalai University.	Member (Student)
8.	Ms. S. Abarna, B.Sc (Hons), II Year, Annamalai University.	Member (Student)
9.	Dr. V. Nadanasabapathy, Secretary, Centre for Rural Education and Economic Development (CREED), No. 23, Aranganathan Nagar, Near Chinna Market, Chidambaram. Cell : 94432 62222.	Member (NGO)

The above Cell will enquire the matter in detail on receiving complaints and action will be taken on the recommendations of the committee.

The receipt of this order may be acknowledged immediately.

Registrar.

noticed.
20/11/19
The Committee Members.

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The Committee Members.

For the Registrar / All officers of Annamalai Univ.

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 2019-2020 = Nil

Policy of prohibiting sexual harassment

One of the core objectives of Annamalai University (here in after 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 organises 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 Faculty of Engineering and Technology (FEAT) 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. P. Mullai, Chairperson of Complaints committee against sexual harassment at workplace (CCSH). The minutes of meeting were recorded during a meeting and help in understanding the deliberations and decisions taken at the meeting.

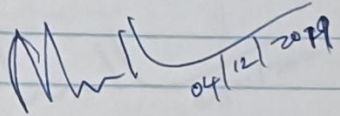
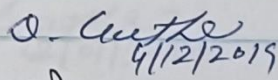
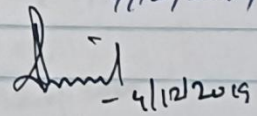
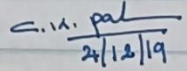
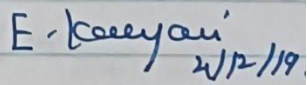
Meetings of the CCSH AU	
2019-2020	
Date	Time
04.12.2019	03.00.p.m.
22.01.2020	03.00.p.m.
27.02.2020	03.00.p.m.
12.03.2020	10.00.a.m.

04/12/19

MINUTES OF THE MEETING.

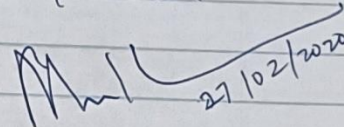
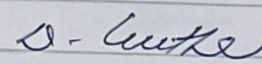
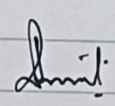
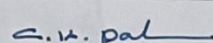
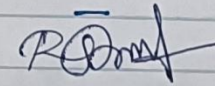
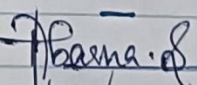
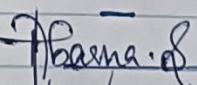
The first meeting was conducted on 04.12.2019, at 3.00 pm in the Department of Philosophy. It was resolved to thank the University authorities for reconstituting the Complaints committee against sexual harassment at work place - Annamalai University (CCSHAU). It was also planned to initiate the CCSHAU activities.

04.12.2019 - Members present:

1. Prof. P. Mullai (Chairperson)  04/12/2019
2. Dr. D. Geetha (Member)  4/12/2019
3. Dr. J. Thirumal (Member)  4/12/2019
4. Ms. C.K. Pasimalam (Member)  24/12/19
5. Mrs. E. Kalyani (Member)  24/12/19

The meeting was convened on 27.02.2020 to prepare for the conducts of an awareness programme on "Gender Sensitization" scheduled on 03.03.2020 at Libra Hall for the students from various faculties of Annamalai University. The committee members planned to invite Mrs. K. Ambazhagi, district social welfare officer, Cuddalore and Mrs. Neelam Azulsolvi, district chairperson & Trainer of Lions club International, as chief guests.

The following members were present:

1. Prof. P. Mullai -  27/02/2020
2. Dr. D. Geetha - 
3. Dr. J. Thirumal - 
4. Mr. C.K. Perimalam - 
5. Mrs. E. Kalyani - 
6. Dr. R. Elancheran - 
7. Ms. R. Shirley pushpam - 
8. Ms. S. Abarna - 

12/03/20

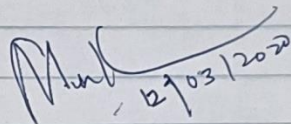
The meeting was held at the Department of Philosophy on 12/03/2020 at 3.30 pm. The chairperson thanked all the members for their efforts for successful conduct of an awareness programme entitled "Gender Sensitization" on 03.03.2020.

It was also discussed and proposed to request for a new office for CCSHAU.

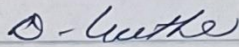
12/03/2020

Members present:

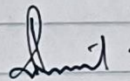
1. Prof. P. Mullai

-  12/03/2020

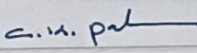
2. Dr. D. Geetha

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3. Dr. J. Thirumal

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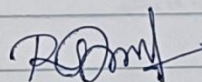
4. Mr. C.K. Pazimalam

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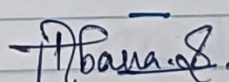
5. Mss. E. Kalyani

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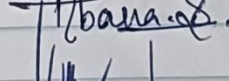
6. Dr. R. Elancheran

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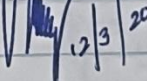
7. Ms. Shirley Pushpam

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8. Ms. S. Abarna

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9. Dr. V. Nadanasabapathy

-  12/3/20

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. P. Mullai, Chairperson of Complaints committee against sexual harassment at workplace (CCSH).

Programmes conducted 2019-2020 (2)

The programmes were organized for the students, teaching and non-teaching staff members for the academic year 2019-2020 in the light of the supreme court guidelines on Vishaka case judgement, the sexual harassment of women at workplace (Prevention, Prohibition and Redressal) act, 2013 and SAKSHAM guidelines of the UGC.

An awareness programme on “Gender Sensitization & Beti Bachao Beti Padhao”

An awareness programme on “Gender Sensitization & Beti Bachao Beti Padhao” was organized by the Complaints committee against sexual harassment at workplace on 03.03.2020 at Libra Hall, Annamalai University. Prof. P. Mullai, Chairperson of Complaints committee welcomed the gathering. Dr. D. Geetha, Member, Complaints committee briefed about the programme. Prof. V. Murugesan, Vice-chancellor delivered the presidential address and insisted that the best tool for women empowerment is education. Dr. N. Krishna Mohan, Registrar (i/c), emphasized that women are axle for the society and we should give protection to them. Mrs. K. Anbazhagi, District Social Welfare Officer, Cuddalore, Mrs. Neelam Arulselvi, District Chairperson & Trainer Lions Clubs International, delivered a special address. The felicitation was given by Mrs. G. Kala, District Child Protection Officer, Cuddalore, Dr. C. Mangayarkarasi, Medical Officer, Chidambaram, Mrs. G. Anitha Selvam, Children Development Project Officer Kumaratchi, Mr. A. Rajasekar, Block Education Officer, Chidambaram, Mr. L. Mugunthan, Project Coordinator, Child Line, Cuddalore. Dr. J. Thirumal, Member, Complaints committee, proposed vote of thanks. Around 350 University students participated in this programme.

A legal awareness programme for women

A legal awareness programme for women was organized by the Department of Business Administration, Annamalai University on 11.03.2020 at Libra Hall, Annamalai University. Around 350 University students participated in this programme.

Sl.No	Year	Name of the Programme	No of Days	Total Student Strength
1	03.03.2020	An awareness programme on “Gender Sensitization & Beti Bachao Beti Padhao”	01	350
2	11.03.2020	A legal awareness programme for women	01	350



A legal awareness programme for women on 11.03.2020 at Libra Hall, Annamalai University 2019–2020



Prof. V. Murugesan, Vice-chancellor delivered the presidential address 2019–2020



Lighting of traditional lamp 2019-2020



Prof. V. Murugesan, Vice-chancellor delivered the presidential address

2019-2020



Dr. N. Krishna Mohan, Registrar (i/c), Annamalai University delivered the inaugural address 2019-2020



Mrs. K. Anbazhagi, District Social Welfare Officer, Cuddalore delivered special address 2019-2020



Participants