



# JORHAT KENDRIYA MAHAVIDYALAYA

*Estd.1981*

**Re-accredited by NAAC with grade 'B++'**

**KENDUGURI, JORHAT - 785 010, ASSAM**

Phone # 0376-2350009, e-mail # [jkmprincipal@rediffmail.com](mailto:jkmprincipal@rediffmail.com), Fax # 0376-2350009

Website : [www/jorhatkendriyamahavidyalaya.in](http://www/jorhatkendriyamahavidyalaya.in)

---

Ref : .JKM/Notice-Gen/21/.....

Date: 25-02-2021.

## NOTICE

This is a general information for all that, Jorhat Kendriya Mahavidyalaya is dedicated towards Building a congenial and healthy environment in the college based on gender equality and free of any kind of violence, harassment and discrimination. Moreover, it frames a policy for Internal Complaint and Sexual Harassment to create awareness about its commitment to the right to freedom of expression and support to gender equality as well as its strong opposition to any form of gender discrimination and violence. The details of Policy for Internal Complaint and Sexual Harassment is attached herewith for information of students and employees.

  
Principal  
Jorhat Kendriya Mahavidyalaya  
Kenduguri, Jorhat-10

**(Dr. Dulen Saikia)**

Principal, Jorhat Kendriya Mahavidyalaya

# **JORHAT KENDRIYA MAHAVIDYALAYA**

## **Policy for Internal Complaint and Sexual Harassment**

### ***PREAMBLE:***

Jorhat Kendriya Mahavidyalaya is dedicated towards building a community which provides a healthy environment which believes in gender equality and is free of any kind of violence, harassment, bullying, discrimination, or mishandling. This includes all forms of gender violence, sexual harassment, and discrimination based on gender. Every member is expected to be aware of the commitment to the right to freedom of expression and association, it strongly supports gender equality and opposes any form of gender discrimination and violence.

### ***OBJECTIVES OF THE POLICY:***

- I. To evolve a mechanism for the prevention and redressal of sexual harassment cases and other acts of gender-based violence in the institution.
- II. To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures.
- III. To provide an environment free of gender-based discrimination.
- IV. To ensure equal access of all facilities and participation in activities of the college.
- V. To create a secure physical and social environment which will deter acts of *sexual harassment*.

### ***DEFINITION OF SEXUAL HARASSMENT:***

Sexual harassment includes unwelcome sexually determined behaviour (whether directly or by implication) as:

1. Physical contact and advances;
  2. A demand or request for sexual favours;
  3. Sexually coloured remarks;
  4. Showing pornography;
  5. Any other unwelcome physical, verbal, or non-verbal conduct of sexual nature
- Where any of these acts is committed in circumstances where-under the victim of such conduct has a reasonable apprehension that in relation to the victim's employment or enrolment in the institution whether she is drawing salary, or honorarium or otherwise, such conduct can be humiliating and may constitute a health and safety problem. It is discriminatory for instance when the woman has reasonable grounds to believe that her objection would disadvantage her in connection with her employment or work or studentship including recruiting or promotion or academics when it creates a hostile work environment. Adverse consequences might be visited if the victim does not consent to the conduct in question or raises any objection thereto.

### ***JURISDICTION:***

The rules and regulations outlined in this policy shall be applicable to all complaints of sexual harassment made:

1. By a member of the institution against any other member irrespective of whether the harassment is alleged to have taken place within or outside the campus.
2. By an outsider against a member of the college or by a member of the college against an outsider if the sexual harassment is alleged to have taken place within the campus.
3. By a member of the college against an outsider if the sexual harassment is alleged to have taken place outside the campus. In such cases the Committee shall recommend that the college authorities initiate action by making a complaint with the appropriate authority. Further, the committee will actively assist and provide available resources to the complainant in pursuing the complaint.

***MEMBERS OF ANTI-SEXUAL HARASSMENT COMMITTEE:***

1. One chairperson or presiding officer.
2. Two members amongst the employees.
3. One external member- lawyer.

***POWERS OF THE COMMITTEE:***

1. The Committee shall have the power to summon witnesses and call for documents or any information from any employee/student.
2. If the Committee has reason to believe that an employee/student can furnish relevant documents or information, it may direct such person to produce such documents or information by serving a notice in writing on that person, summoning the person, or calling for such documents or information at such place and within such time as may be specified in the written notice.
3. Where any relevant document or information is recorded or stored by means of a mechanical, electronic or other device, the Committee shall have the power to direct that the same be produced, or that a clear reproduction in writing of the same be produced.
4. Upon production of documents / information called for by it, the Committee shall have the power to (i) make copies of such documents / information or extracts there from; or (ii) retain such documents / information for such period as may be deemed necessary for purposes of the proceedings before it.
5. The Committee shall have the power to issue interim directions to / regarding any person participating in the proceedings before it.
6. The Committee shall have the power to recommend the action to be taken against any person found guilty of (a) sexually harassing the complainant; (b) retaliating against / victimizing the complainant or any other person before it; and (c) making false charges of sexual harassment against the accused person.

***FUNCTIONS OF THE COMMITTEE:***

**1. PREVENTIVE STEPS.**

It will be the endeavour of the committee:

1. To facilitate a safe environment that is free of sexual harassment;
2. To promote behaviours that create an atmosphere that ensures gender equality and equal opportunities

## 2. REMEDIAL STEPS.

1. To ensure that the mechanism for registering complaints is safe, accessible and sensitive.
2. To take cognizance of complaints about sexual harassment, conduct enquiries, aid and redressal to the victims, recommend penalties and take action against the harasser, if necessary.
3. To advise the competent authority to issue warnings or take the help of the law to stop the harasser, if the complainant consents.
4. To seek medical, police and legal intervention with the consent of the complainant.
5. To make arrangements for appropriate psychological, emotional and physical support (in form of counselling, security and other assistance) to the victim if so desires.



Principal  
Jorhat Kendriya Mahavidyalaya  
Kenduguri, Jorhat-785010

**(Dr. Dulen Saikia)**

Principal,  
Jorhat Kendriya Mahavidyalaya

# **JORHAT KENDRIYA MAHAVIDYALAYA**

## **Policy for Gender Equity and Sensitivity**

### **PART ONE**

#### **1.1 PREAMBLE**

The Jorhat Kendriya Mahavidyalaya is committed to creating and maintaining a community in which students, teachers and non-teaching staff can work together in an environment free of all forms of gender violence, harassment, exploitation, intimidation and discrimination. Every member of the Jorhat Kendriya Mahavidyalaya community should be aware that while the Jorhat Kendriya Mahavidyalaya is committed to the right to freedom of expression and association, it strongly supports gender equality and opposes any form of gender discrimination and violence.

Jorhat Kendriya Mahavidyalaya strives to inculcate a zero tolerance stand towards all forms of discrimination and prohibit gender stereotyping. In order to achieve this, the knowledge, perspectives, actions and sensitivity of all staff and students must be harnessed to contribute to creating and sustaining at all times a gender just environment in learning, teaching, research, administration and management. This policy will guide all operations at Jorhat Kendriya Mahavidyalaya to ensure gender equity and gender sensitivity equal opportunity for women. This policy will be called the Jorhat Kendriya Mahavidyalaya Policy for Gender Equity and Sensitivity.

The Jorhat Kendriya Mahavidyalaya may identify Schools, Departments, disciplines that will carry out focused work on gender equality, sensitivity and equal opportunity and diversity. In addition, all Jorhat Kendriya Mahavidyalaya employees and students have a responsibility to help ensure that the intentions of the policy are realized and that the principles of respect, tolerance and consideration are upheld in letter and spirit.

#### **1.2-GUIDING PRINCIPLES**

Gender equality is an international commitment and recognized as a prime Sustainable Development Goal. Gender inequality, violence and discrimination are condemned as a form of human rights violation, a transgression of common dignity and an infringement on life and liberty as defined by the constitution of India and fundamental rights. India's support for gender equity, sensitivity and equal opportunity are expressed in Articles 14,15,19(1)(g),21 of the Constitution of India. India's ratification of the International Covenant on Economics, Social and Cultural Rights (in 1979) and the Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW, ratified in 1993), Resolutions of the Fourth World Conference on Women in Beijing in 1995 confirm the country's commitment to gender equity. This policy will be guided by the provisions in the following:

#### **INTERNATIONAL INSTRUMENTS:**

1. Universal Declaration of Human Rights, 1948
2. International Covenant on Economic, Social and Cultural Rights (ICESCR), 1966
3. Convention on the Elimination of All Forms of Discrimination against Women, 1979
4. Convention on Rights of Persons with Disabilities, 2006

#### **INDIAN LEGISLATION:**

1. The Sexual Harassment of Women at Workplace (PREVENTION, PROHIBITION and REDRESSAL) Act, 2013
2. The Criminal Law (Amendment) Act, 2013
3. Protection of Women from Domestic Violence Act, 2005
4. The Indecent Representation of Women (Prohibition) Act, 1986
5. The Immoral Traffic (Prevention) Act, 1956
6. The Indian Penal Code, 1860
7. The Indian Evidence Act, 1872

#### **OTHERS**

1. UGC Saksham Measures for Ensuring the Safety of Women and Programmes for Gender Sensitization on Campuses

### **1.3-OBJECTIVES OF THE POLICY**

- a) To fulfil the National commitment to gender equality.
- b) To prevent violations of National Acts that prohibit gender injustices, aim to redress any violations of gender-based rights and to work towards the empowerment of women.
- c) To create a gender sensitive environment that respects gender diversity and the intersectionality of other marginalities.

- d) To equal opportunity to all women without any discrimination.
- e) To evolve mechanisms for the prevention and redressal of gender-based violence and discrimination, including sexual harassment at the Jorhat Kendriya Mahavidyalaya.
- f) To ensure the implementation of this policy in letter and spirit.

#### **INTERNATIONAL INSTRUMENTS:**

- 5. Universal Declaration of Human Rights, 1948
- 6. International Covenant on Economic, Social and Cultural Rights (ICESCR), 1966
- 7. Convention on the Elimination of All Forms of Discrimination against Women, 1979
- 8. Convention on Rights of Persons with Disabilities, 2006

#### **INDIAN LEGISLATION:**

- 8. The Sexual Harassment of Women at Workplace (PREVENTION, PROHIBITION and REDRESSAL) Act, 2013
- 9. The Criminal Law (Amendment) Act, 2013
- 10. Protection of Women from Domestic Violence Act, 2005
- 11. The Indecent Representation of Women (Prohibition) Act, 1986
- 12. The Immoral Traffic (Prevention) Act, 1956
- 13. The Indian Penal Code, 1860
- 14. The Indian Evidence Act, 1872

#### **OTHERS**

- 1. UGC Saksham Measures for Ensuring the Safety of Women and Programmes for Gender Sensitization on Campuses

### **1.3-OBJECTIVES OF THE POLICY**

- d) To fulfil the National commitment to gender equality.
  - e) To prevent violations of National Acts that prohibit gender injustices, aim to redress any violations of gender-based rights and to work towards the empowerment of women.
  - f) To create a gender sensitive environment that respects gender diversity and the intersectionality of other marginalities.
- 
- d) To equal opportunity to all women without any discrimination.
  - e) To evolve mechanisms for the prevention and redressal of gender-based violence and discrimination, including sexual harassment at the Jorhat Kendriya Mahavidyalaya.
  - f) To ensure the implementation of this policy in letter and spirit.

## PART TWO

### 2.1 DEFINITIONS

**Gender:** While the term ‘Gender’ in a broader context refers to social constructions of attributes, relationships and opportunities associated with being male and female, for the purpose of this policy the term gender refers only to those who publicly identify with being female.

**Employee** means any person who is a current employee of the Jorhat Kendriya Mahavidyalaya, and includes permanent, fulltime, part-time, and contracted staff

**Student** means any person registered at Jorhat Kendriya Mahavidyalaya or its affiliated colleges currently for academic purposes.

**Resources** include physical resources as well as resources in terms of guidance, online resources, academic resources

**Facilities** means all infrastructural facilities and educational facilities provided by the Jorhat Kendriya Mahavidyalaya

**Equity** means fair and equal treatment for all based on their needs. To ensure equity, treatment that is different but which is considered equivalent in terms of rights, benefits, obligations and opportunities might be required.

**Unconscious Bias** means a bias one may have towards a woman or women without conscious awareness of the impact of one's attitudes or behaviour.

### 2.2-JURISDICTION

This policy covers any act of injustice, violence, discrimination and insensitivity to any female employee or student in Jorhat Kendriya Mahavidyalaya and its affiliated colleges.

This policy will guide Jorhat Kendriya Mahavidyalaya and its affiliated colleges in all its activities and functions including:

1. Recruitment
2. Promotions and Leadership
3. Staff Development Opportunities
4. Formation of Committees
5. Leave
6. Admission Process and Enrollment
7. Curriculum



8. Evaluation
9. Teacher-Student Relationship
10. Events and Programmes
11. Research and Teaching
12. Facilities and Resources
13. Training
14. Participation

Not limited to the above.

### **2.3-IMPLEMENTING GUIDELINES**

The Jorhat Kendriya Mahavidyalaya and its affiliated colleges from time to time will set up Committees that will implement the goals of this policy. The mechanisms will include those Committees set up different Acts such as the Internal Complaints Committees under the Sexual Harassment of Women at Workplace (PREVENTION, PROHIBITION and REDRESSAL) Act, 2013, etc.

1. Gender stereotyping will be prohibited.
2. All forms of bias and discrimination including unconscious bias against women will not be tolerated.
3. Gender sensitivity will be employed in all recruitment, promotions and opportunity for leadership, to uphold the policy of equal representation of men and women.
4. In selection of staff for professional development opportunities and training, there will be no gender-based discrimination.
5. Special focus will be given to improve women's participation and representation in the areas of Science, Technology, Engineering, Mathematics and Medicine (STEMM) and any other field/discipline in which women are underrepresented.
6. In formation of any committee, the representation of women is mandatory.
7. In keeping with National Policies, women specific leave will be granted.
8. No student will be denied admission on the grounds of gender.
9. Gender sensitivity will be employed in the design of curriculum and wherever applicable a gender specific analysis will be included in all disciplines.
10. In evaluating students, a policy of fair treatment of male and female students alike will be employed.
11. In organizing any event or programme, including meetings and conferences, a gender sensitive approach will be undertaken and women staff and students will be given due respect and representation.

12. The Guidelines for the **Gender Champions (GC) Programme** vide OM No.4-2/2014-WW dated 3 June 2015 of the Ministry of Women & Child Development, Government of India approved by the Academic Council of Jorhat Kendriya Mahavidyalaya on 6 December 2017, will be carried out in letter and spirit along with the following additional mandates by Jorhat Kendriya Mahavidyalaya for the programme, namely:

- a. The principals of affiliated colleges will be responsible for 1. Identifying the Nodal Teacher every year for the Gender Champions Programme, 2. Creating an adequate budget for GC activities and 3. Holding an award ceremony at the end of every academic year to present certificates to GC's based on reports of work done.
- b. At least one male student will be selected every year as a Gender Champion from the Jorhat Kendriya Mahavidyalaya and each of the affiliated colleges.
- c. The GCs shall be made part of the Student Council in addition to existing positions on the Student Council.
- d. GCs shall preferably be from the 1<sup>st</sup> year and Final year of the Jorhat Kendriya Mahavidyalaya/College program.
- e. Jorhat Kendriya Mahavidyalaya will conduct training programme for Nodal teachers and Gender Champions to sensitize them on duties and responsibilities.
- f. At the end of every academic year the Jorhat Kendriya Mahavidyalaya GC Committee will organize a state level event at which Nodal teachers will present the report of work done. The Jorhat Kendriya Mahavidyalaya GC Committee will select the best 5 colleges who will be presented with an award.

13. All the employees and the students will necessarily undergo gender awareness and

sensitivity training.

13. Gender based research will be promoted across the disciplines.

14. Gender sensitive approaches will be practiced in teaching and learning processes across disciplines.

15. . Women specific infrastructure facilities will be provided on campuses. In creation of new development, renovation of existing infrastructure and other resources, women specific needs will be addressed.

16. UGC's 'Saksham' Measures for Ensuring the Safety of Women and Programmes for Gender Sensitization on Campuses will be followed.

17. Proactive measures will be undertaken to facilitate and encourage active participation of women students and employees in all activities of the Jorhat Kendriya Mahavidyalaya and its affiliated colleges.

18. International Women's Day (8 March) will be commemorated by every College, School, Faculty, Department of Jorhat Kendriya Mahavidyalaya.
19. Every College, School, Faculty, Department of Jorhat Kendriya Mahavidyalaya will organize annually at least one programme towards gender awareness and sensitization in addition to the ICC organized awareness and sensitization programme and the activities of the Gender Champions Programme.

## 2.4-TEACHER-STUDENT RELATIONSHIP

1. Teacher-student romantic or sexual relationships will be seen as an abuse of power by the teacher against the student, even if a complaint is not lodged by that or any other student. This issue adversely affects academic and professional ethics.
2. Particularly when the teacher concerned is a supervisor, mentor, educator, adviser and evaluator of that student it cannot be viewed as 'voluntary consent' by the student because of the inherent unequal nature of the relationship.
3. A student who has broken off a relationship is also vulnerable of being graded with low marks.
4. The student might fear victimization and therefore not be in a position to opt out of the relationship with the teacher. The student might feel vulnerable and fear biased evaluation.
5. There is also the possibility that the student has felt pressurized all along to "consent" to the relationship for fear of being victimized.
6. Even if academic evaluations are kept completely independent of personal involvements, it is likely that there will be an appearance of bias in the eyes of other students and staff. The other students in the class might suspect favoritism including in evaluation and grading. Faculty members/teachers have a responsibility to avoid any apparent or actual conflict between their professional responsibilities and personal relationships with students.
7. The following are instituted to protect the rights of women students, to prevent sexual abuse or any unfair advantage or disadvantage resulting from personal relationships and to preserve the integrity and objectivity of the educational process:

- a) Sexual relationships between teachers and students represent a serious conflict of interest and abuse of trust. There is considerable trust vested in a faculty member, who, in turn, bears authority and accountability and therefore this trust should not be abused. There is inherent unequal power by virtue of the teacher's role and title, which heightens the vulnerability of students and the potential for coercion in such relationships.
- b) It is the duty of the teacher to maintain the boundaries between intellectual development and personal life.
- c) In the interest of upholding the goals and ideals of the learning process, a teacher who is in a romantic/sexual relationship with a student should be removed from supervision and evaluation, as the possibility of favoritism in assessment is possible.
- d) Most students would be apprehensive about lodging a formal written complaint particularly when they are aware that there is no clear policy mandate against a teacher student romantic/ sexual liaison. This policy should therefore supplement the existing policy on Sexual Harassment and allow for inquiries to be conducted by institutional heads into reports that are brought to their notice even in the absence of written complaints. If such reports appear to be accurate, disciplinary action and remedial measures against the teacher or supervisor involved should be taken.

## 2.5-GENDER EQUITY MONITORING, REVIEW AND EVALUATION (GEM COMMITTEE)

A GEM Committee will be set up at Jorhat Kendriya Mahavidyalaya and in each of its affiliated colleges to oversee the implementation of the Policy and the evaluation of any grievances

1. In the class might suspect favoritism including in evaluation and grading. Faculty members/teachers have a responsibility to avoid any apparent or actual conflict between their professional responsibilities and personal relationships with students.
2. The following are instituted to protect the rights of women students, to prevent sexual abuse or any unfair advantage or disadvantage resulting from personal relationships and to preserve the integrity and objectivity of the educational process:
  - a) Sexual relationships between teachers and students represent a serious conflict of interest and abuse of trust. There is considerable trust vested in a faculty member, who, in turn, bears authority and accountability and therefore this trust should not be abused. There is inherent

unequal power by virtue of the teacher's role and title, which heightens the vulnerability of students and the potential for coercion in such relationships.

- b) It is the duty of the teacher to maintain the boundaries between intellectual development and personal life.
- c) In the interest of upholding the goals and ideals of the learning process, a teacher who is in a romantic/sexual relationship with a student should be removed from supervision and evaluation, as the possibility of favoritism in assessment is possible.
- d) Most students would be apprehensive about lodging a formal written complaint particularly when they are aware that there is no clear policy mandate against a teacher student romantic/sexual liaison. This policy should therefore supplement the existing policy on Sexual Harassment and allow for inquiries to be conducted by institutional heads into reports that are brought to their notice even in the absence of written complaints. If such reports appear to be accurate, disciplinary action and remedial measures against the teacher or supervisor involved should be taken.

#### **1.GENDER EQUITY MONITORING, REVIEW AND EVALUATION (GEM COMMITTEE)**

1. A GEM Committee will be set up at Jorhat Kendriya Mahavidyalaya and in each of its affiliated colleges to oversee the implementation of the Policy and the evaluation of any grievances.
- 2.The GEM Committee will have equal representation of male and female employees and students.
- 3.The GEM Committee will document gender disaggregated data in all aspects of the functioning of the Jorhat Kendriya Mahavidyalaya/colleges.
- 4.The Committee will submit its report to the head of the Institution every year. Even if there is no grievance in a particular year, the GEM Committee will submit a report of the prevention and other activities undertaken to implement the Policy.
- 5.Grievances received by the GEM Committee should be reported to the Head of the Institution and referred to the relevant body for redress within one month.

#### **2.6-AMENDMENTS TO THE POLICY**

- 1.No amendment to this policy can be made without prior Consultation with all the stakeholders (namely Female students and Female employees).

2.Any recommendation for amendment should be circulated and stakeholders given no less than a month to furnish their response.

### **PART THREE**

#### **3.1 FINANCIAL ASSISTANCE**

1. The Jorhat Kendriya Mahavidyalaya and each of its affiliated colleges will create a special and adequate Budget Head for the implementation of the Gender Equity, Sensitivity and Equal Opportunity Policy and the activities of the Committees constituted.

### **PART FOUR**

#### **4.1 ADDITIONAL MEASURES**

This policy considers other relevant Jorhat Kendriya Mahavidyalaya Programmes, Policies, related documents and initiatives, including:

- 1.The Women' Studies Programme of the Manohar Parrikar School of Law, Governance and Public Policy
- 2.Jorhat Kendriya Mahavidyalaya Policy (Preventive and Remedial) on Sexual Harassment of Women at the Workplace (Currently being modified) and the Internal Complaints Committee set up under the POSH Act 2013,
- 3.UGC Saksham Measures for Ensuring the Safety of Women and Programmes for Gender Sensitization on Campuses
- 4.Jorhat Kendriya Mahavidyalaya Gender Champions Programme.
- 5.Equal Opportunity Cell and SC/ST Cell.
- 6.Jorhat Kendriya Mahavidyalaya Guidelines for Academic Ethics
- 7.Grievance Redressal Committee
- 8.Anti-Ragging Committee

### **PART FIVE**

#### **5.1 ACCOUNTABILITY AND TRANSPARENCY**

- 1.Setting up of GEM Committees is a mandatory requirement under this Policy for the Jorhat Kendriya Mahavidyalaya and its affiliated colleges.
- 2.Annual Reports of the GEM Committees should be displayed on the website
- 3.A minimum of 2 meetings per year is mandatory for the GEM Committees

4.Names and contact details of all the GEM Committee members should be displayed on the Jorhat Kendriya Mahavidyalaya/College website and in prominent places on the campus.



Principal  
Jorhat Kendriya Mahavidyalaya  
Kenduguri, Jorhat-10

**(Dr. Dulen Saikia)**

Principal, Jorhat Kendriya Mahavidyalaya



# JORHAT KENDRIYA MAHAVIDYALAYA

*Estd.1981*

**Re-accredited by NAAC with grade 'B++'**

**KENDUGURI, JORHAT - 785 010, ASSAM**

Phone # 0376-2350009, e-mail # [jkmprincipal@rediffmail.com](mailto:jkmprincipal@rediffmail.com), Fax # 0376-2350009

Website : [www.jorhatkendriyamahavidyalaya.in](http://www.jorhatkendriyamahavidyalaya.in)

---

Ref : .JKM/Notice-Gen/21/.....

Date: 25-02-2021.

## NOTICE

This is a general information for all that, Jorhat Kendriya Mahavidyalaya is dedicated towards building a congenial and healthy environment in the college, where all the students can avail the facilities and knowledge and can actively participate in the teaching-learning process. The Institute is takes into consideration about the grievances raised by the students in problems related to academics and extra-curricular activities. Moreover, it frames a policy for Students Grievance to provide a medium through the students can raise complaints about matters or problems that arise.

The details of Policy for Students Grievance are attached herewith for the information of students and employees.

  
Principal  
Jorhat Kendriya Mahavidyalaya  
Kenduguri, Jorhat-10

**(Dr. Dulen Saikia)**  
Principal  
Jorhat Kendriya Mahavidyalaya



# **POLICY ON STUDENTS' GRIEVANCE**

## **JORHAT KENDRIYA MAHAVIDYALAYA**

### **PURPOSE:**

The main purpose behind Student Grievance Policy is to provide the students a medium through which they can raise complaints about matters or problems which may arise between them or with any of the teaching or non-teaching staff. The problems related to academics and extra-curricular activities are mostly taken into consideration by the concerned authority.

### **INTRODUCTION:**

Our institute tries to ensure a peaceful and healthy environment wherein all the students can avail all the facilities and knowledge and can actively participate in the teaching-learning process. Therefore, timely management of disputes arising from the grievances raised by the students in any institute is very much needed.

The student grievance policy will accept any of the following types of grievances from the students:

- a. On any academic issues regarding classes, library facilities or any other related issues.
- b. Canteen facilities.
- c. Hostel facilities.
- d. Medical facilities.
- e. Sports facilities.
- f. Harassment issues
- g. Any other relevant issues.

However, appeal so for admission procedures, individual percentage or grades academic probation and/or suspension, attendance problems, administrative withdrawals, disciplinary issues, etc. shall not be considered under the Student Grievance Policy unless illegal discrimination is alleged. Students may directly approach the college authority or may reach to committees concern to place grievances related to admission, examination etc. For grievances related to attendance, student may approach the department concerned.

### **THEMECHANISM:**

Students may submit their grievances by using any of the following provisions or mechanisms:

- I. **Application to Principal in Hard copy:** Students can submit their grievances in written form. They can simply write an application addressing the authority

narrating the issues in hard copy.


- II. **Through Complaint Box**: Students can also drop their grievances anonymously in the 'Grievance Box, JKM' situated at the entrance of the administrative building.
- III. **Through Email**: They can also send their grievances by writing an email narrating their issues.
- IV. **Through Jorhat Kendriya Mahavidyalaya Website Portal**: Students can submit their complaints in the college website. This facility has been provided since 2022 for the betterment of the students and the e-governance cell.

#### **IMPLEMENTATION:**

The Students' Grievance Policy is implemented through Policy manuals, college website portal and the Students' Grievance Redressal Cell constituted under IQAC, Jorhat Kendriya Mahavidyalaya, Jorhat. The Cell comprises of a committee approved by the Governing body of the college. Grievances received from the students via online and offline medium are accepted on any working day by the concerned authority.

#### **MONITORING:**

The Students' Grievance Redressal Cell keeps a constant check on the grievance redressal mechanism. The cell organises an orientation programme at the beginning of every semester to explain the grievance mechanism to the students. The Cell checks the grievance box every 15 days for new complaints and forwards it to the authority for proper action.



Principal  
Jorhat Kendriya Mahavidyalaya  
Kenduguri, Jorhat-781010

---

**(Dr. Dulen Saikia)**  
Principal,  
Jorhat Kendriya Mahavidyalaya

**ACTION TAKEN REPORT ON GENDER  
SENSITIZATION PROGRAMMES BY WOMEN'S  
CELL, JKM**



## Cell for Women's Studies and Development JORHAT KENDRIYA MAHAVIDYALAYA

Estd.1981

Re-accredited by NAAC with grade 'B'

KENDUGURI, JORHAT - 785 010, ASSAM

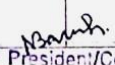
Phone # 0376-2350009, e-mail # jkmprincipal@rediffmail.com., Fax # 0376-2350009

Website : [www/jorhatkendriyamahavidyalaya.in](http://www/jorhatkendriyamahavidyalaya.in)

Date: 15-12-2018


### ACTION TAKEN REPORT OF WOMEN CELL, JKM SESSION: 2017-2018

SL. NO.	PROGRAMMES	ACTIVITIES	DATE	NO. OF PARTICIPANTS
01	International Women's Day was observed in collaboration with ACTA, Jorhat Zone at Chinatoli Primary School, Sotai, Jorhat.	Popular Talk was delivered on two important topics— (1) "Small Savings and Economic Security of Women" (2) 'Legal Awareness Among women'. The speakers of the day were – Dr. Sakuntala Devi, Chairperson , Kanaklata Mohila Urban Co-operative Bank and Mrs. Beauty Baruah (M.A, LLB) , Asst. Prof. Dept. of Philosophy , JKM	8-03-2018	
02	Mother's day was observed in the collage premises jointly by Women cell and IQAC, Jorhat Kendriya Mahavidyalaya.	A talk on "Role of Mother in the Physical and Psychological Development of Children" was organized where Dr. Minoti Phukon, H.O.D Dept of Human Development and Family Studies, Faculty of Home Science, Assam Agricultural University, Jorhat was present as the speaker. Two ideal mothers Mrs. Saroj Bordoloi and Mrs. Niranjana Bhuyan were also	14-05-2018	

  
President/Convenor

Cell for Women's Studies and Development  
Jorhat Kendriya Mahavidyalaya

		felicitated on the occasion of Mother's Day.		
03	An edited book entitled 'Chinta-Chayan', edited by Mrs. Beauty Boruah and Dr. Madhumita Handique, consisting of articles, research papers illuminating various issues of women was published and released	The Book was released at XII Jorhat Book Fair, Jorhat. Mrs. Binita Dutta, Retired Principal, Post Graduate Training College, Jorhat and a renowned writer & academician released the book on the event.	13-12-2018	

 President/Convenor  
 Cell for Women's Studies and Development  
 Jorhat Kendriya Mahavidyalaya  
 President

**Cell for Women's Studies and Development**  
**Jorhat Kendriya Mahavidyalaya**



## Cell for Women's Studies and Development

**JORHAT KENDRIYA MAHAVIDYALAYA**

Estd. 1981

Re-accredited by NAAC with grade 'B'

KENDUGURI, JORHAT - 785 010, ASSAM

Phone # 0376-2350009, e-mail # [jkmprincipal@rediffmail.com](mailto:jkmprincipal@rediffmail.com), Fax # 0376-2350009

Website : [www.jorhatkendriyamahavidyalaya.in](http://www.jorhatkendriyamahavidyalaya.in)

Date: 20-05-2019

### ACTION TAKEN REPORT OF WOMEN CELL, JKM SESSION: 2018-2019

SL. NO.	PROGRAMMES	ACTIVITIES	DATE	NO. OF PARTICIPANTS
01	International Women's Day was observed at college premises by Women Cell, IQAC and GSCASH of Jorhat Kendriya Mahavidyalaya	A talk on "Legal Awareness among the Youth" was organized on this occasion. The speaker of the day was Mrs. Krishna Baruah, Advocate, and Jorhat Bar Association.	08-03-2019	
02	The world's Mothers day was observed in the college premise organized jointly by Cell for Women's studies and Development and IQAC, Jorhat Kendriya Mahavidyalaya.	A talk on "Role of Small savings on Women Empowerment" was delivered by the resource person Sjt Maniklal Mahatta. The programme was chaired by Dr. Munindra Konwar, Principal, Jorhat Kendriya Mahavidyalaya.	17-05-2019	

*N. B. Baruah*

President

Cell for Women's Studies and Development  
Jorhat Kendriya Mahavidyalaya

*Principal*  
Cell for Women's Studies and Development  
Jorhat Kendriya Mahavidyalaya



## Cell for Women's Studies and Development JORHAT KENDRIYA MAHAVIDYALAYA

Estd.1981

Re-accredited by NAAC with grade 'B++'

KENDUGURI, JORHAT - 785 010, ASSAM

Phone # 0376-2350009, e-mail # jkmprincipal@rediffmail.com., Fax # 0376-2350009

Website : [www/jorhatkendriyamahavidyalaya.in](http://www/jorhatkendriyamahavidyalaya.in)

Date: 15-07-2020

### ACTION TAKEN REPORT OF WOMEN CELL, JKM SESSION: 2019-2020

SL.NO.	PROGRAMME	ACTIVITIES	DATE	NO. OF PARTICIPANTS
01	An International Webinar was organized jointly by Cell for Women's studies and Development and IQAC, Jorhat Kendriya Mahavidyalaya in the Zoom Platform during the Covid period	The topic of the Webinar was "Corona makes you think aloud as an Education and a Woman". The resource person was Dr .Dipima Buragohain , Associate Professor , School of Foreign Language ,Jilin University ,China. The Secretary of Assam College Library also delivered a speech. The questioners session was hosted by Dr.Modhumita Handique ,Librarian Jorhat Kendriya Mahavidyalaya.	13-07-2020	

*Mandy.*

President

Cell for Women's Studies and Development  
Jorhat Kendriya Mahavidyalaya

President/Convenor  
Cell for Women's Studies and Development  
Jorhat Kendriya Mahavidyalaya





## Cell for Women's Studies and Development JORHAT KENDRIYA MAHAVIDYALAYA

Estd.1981

Re-accredited by NAAC with grade 'B++'

KENDUGURI, JORHAT - 785 010, ASSAM

Phone # 0376-2350009, e-mail # [jkmprincipal@rediffmail.com](mailto:jkmprincipal@rediffmail.com), Fax # 0376-2350009

Website : [www.jorhatkendriyamahavidyalaya.in](http://www.jorhatkendriyamahavidyalaya.in)

Date: 15-11-2021

### ACTION TAKEN REPORT OF WOMEN CELL, JKM SESSION: 2020-2021

SL.NO.	PROGRAMME	ACTIVITIES	DATE	NO. OF PARTICIPANTS
01	The Woman Cell of Jorhat Kendriya Mahavidyalaya organized a programme to release "Janani", magazine of Women cell	The meeting was presided by Dr. Dulen Saikia, Principal, Jorhat Kendriya Mahavidyalaya. Two distinguished guests Dr. Namita Saikia, Writer, Poet and Associate Professor of Assamese Department of Bahona College and Dr. Ranjit Gogoi, proprietor of Sabda Prakashon were present in the meeting to grace the programme. After initiation of the programme by Dr. Madhumita Handique, Dr. Dulen Saikia delivered a valuable speech and released the book. In addition to this two other books titled "Ata kothare duta kobitare and Antaswar" of Mrs Minakshi Bora, ass prof. of History	23-02-2021	



		ass prof of History department were also released by Dr Namita Saikia Dr Ranjit Gogoi also shared his feelings about this auspicious day in the meeting		
02	The Cell for Women's Studies and development of Jorhat Kendriya Mahavidyalaya observed the International Women's Day at Satai Cinatoli Gaon, Jorhat, an adopted village of the College in association with IQAC and NSS	A health awareness programme was organized in the village with the help of MMU -115. Nine members of the Unit accompanied by Dr. Aishanu Gogoi offered medical check-up to the villagers. Around 50 people were benefitted by this programme.	09-03-2021	
03	A Health awareness programme was organized by Women's cell of Jorhat Kendriya Mahavidyalaya at Chengeiligaon, Jorhat, an adopted village of the college.	The resource person of the programme was Dr. Dulumoni Kalita, Deputy Director of Teok Hospital. She delivered a talk about various health issues of women like breast cancer, menstrual cycle etc. The president of Gaon Panchayat and Gaonbura of the village also participated in the programme.	13-11-2021	



President

Cell for Women's Studies and Development  
Jorhat Kendriya Mahavidyalaya

Cell for Women's Studies and Development  
Jorhat Kendriya Mahavidyalaya



# Cell for Women's Studies and Development JORHAT KENDRIYA MAHAVIDYALAYA

Estd.1981

Re-accredited by NAAC with grade 'B'

KENDUGURI, JORHAT - 785 010, ASSAM

Phone # 0376-2350009, e-mail # jkmprincipal@rediffmail.com, Fax # 0376-2350009

Website : [www/jorhatkendriyamahavidyalaya.in](http://www/jorhatkendriyamahavidyalaya.in)

Date: 24-06-2022

## ACTION TAKEN REPORT OF WOMEN CELL, JKM SESSION: 2021-2022

SL.NO.	PROGRAMME	ACTIVITIES	DATE	NO. OF PARTICIPANTS
01	An Online Workshop was held in association with the Cell for Women's Studies and Development and Global Hunt Foundation of Mumbai	The topic of the Workshop was Menstrual Health and Hygiene and the Resource person was Ms Ankita Sukhwai, CSR Executive, Unicharm India. The participated students and faculty members were highly benefited by the Workshop.	09-02-2022	
02	The International Women's Day was observed by the Cell for Women's Studies and Development, Jorhat Kendriya Mahavidyalaya, in association with NCC, NSS, IQAC and Student's Union.	A programme on Judicial Protection of women and Health awareness among women was organized at Baghmora village, an adopted village of Jorhat Kendriya Mahavidyalaya to celebrate the Women's Day. The resource persons of the programme were	08-03-2022	

		Advocate Dibyajyoti Saikia and Dr. Nazrin Begum. Mrs Dibyajyoti Saikia delivered a valuable speech on women's protection which was very much informative. Dr Nazrin Begum discussed various issues of women health in her deliberation. The women of the village were highly benefited by her fruitful talk.		
03	The Cell for Women's Studies and Development of Jorhat Kendriya Mahavidyalaya celebrated the 8 <sup>th</sup> International Yoga day in association with NCC, NSS, IQAC and Student's Union at college Auditorium Hall by organizing a seven day workshop cum training programme.	Mr. Nalin Sharma, an Electrical Engineer and an active member of Vivekananda Kendra, was present in the programme as a resource person.	21-06-2022	Around 80 persons



**President**

**Cell for Women's Studies and Development  
Jorhat Kendriya Mahavidyalaya**

President/Convenor  
Cell for Women's Studies and Development  
Jorhat Kendriya Mahavidyalaya

**7.1.1**

**INSTITUTIONAL INITIATIVES**

**TO**

**CELEBRATE / ORGANIZE NATIONAL**

**AND**

**INTERNATIONAL COMMEMORATIVE DAYS,**

**EVENTS AND FESTIVALS**

**DURING THE LAST FIVE YEARS**

<b>NATIONAL EVENTS/COMMEMORATIVE DAYS</b>			
<b>Sl. No.</b>	<b>Name of the Event</b>	<b>Date</b>	<b>Purpose</b>
1.	National Youth Day	12 <sup>th</sup> January	To honour the birthday of Swami Vivekananda.
2.	National Girl Child Day	24 <sup>th</sup> January	To raise awareness about the disparities faced by girls in our society
3.	National Voters' Day	25 <sup>th</sup> January	To encourage more young voters to take part in the political process
4.	Republic Day	26 <sup>th</sup> January	To remember the day when the constitution of India came into effect
5.	National Women's Day	13 <sup>th</sup> February	To commemorate the birth anniversary of Sarojini Naidu, an activist, poet, and politician
6.	National Science Day	28 <sup>th</sup> February	To mark the discovery of the Raman effect by Sir C.V. Raman.
7.	National Library Day	6 <sup>th</sup> April	In remembrance of Dr. S.R. Ranganathan, the father of Library Science of India
8.	Quit India Movement	2 <sup>nd</sup> October	To honour the sacrifices made by our freedom fighters for independence.
9.	Independence Day	15 <sup>th</sup> August	To commemorate the nation's independence from the United Kingdom
10.	Teachers' Day	5 <sup>th</sup> September	To mark the birth anniversary of the country's second president Dr. S. Radhakrishnan
11.	NSS Day	24 <sup>th</sup> September	To celebrate the importance of community.
12.	Gandhi Jayanti	2 <sup>nd</sup> October	To mark the birthday of Mahatma Gandhi.
13.	Swatchta Divas	2 <sup>nd</sup> October	To create awareness about cleanliness.
14.	National Innovation Day		To raise awareness of the role of creativity and innovation for human development.
15.	National Unity Day	31 <sup>st</sup> October	To commemorate the birth anniversary of Sardar Vallabhbhai Patel, first Home Minister of India
16.	National Education Day	11 <sup>th</sup> November	To commemorate the birth anniversary of India's first education minister Maulana Abul Kalam Azad.
17.	National Constitution Day	26 <sup>th</sup> November	To commemorate the adoption of the Constitution of India.
18.	NCC Day	27 <sup>th</sup> November	To commemorate the day in 1947 when the first units were raised in Delhi.

19.	National Energy Conservation Day	14 <sup>th</sup> December	To promote efforts towards saving energy resources.
20.	National Mathematics Day	22 <sup>nd</sup> December	To mark the birth anniversary of Srinivasa Ramanujan, an eminent Mathematician

### **INTERNATIONAL EVENTS/COMMEMORATIVE DAYS**

<b>Sl. No.</b>	<b>Name of the event</b>	<b>Date</b>	<b>Purpose</b>
1.	World Wetland Day	2 <sup>nd</sup> February	To mark the anniversary of the signing of the Convention on wetlands.
2.	World Mother Language Day		To promote linguistic and cultural diversity.
3.	International Women's Day	8 <sup>th</sup> March	To celebrate the achievements of women in different aspects.
4.	World Water Day	22 <sup>nd</sup> March	To raise awareness about the importance of water.
5.	World IPR Day	26 <sup>th</sup> April	To celebrate the establishment of World Intellectual Property Organization.
6.	World Environment Day	5 <sup>th</sup> June	To create awareness to protect our environment.
7.	International Yoga Day	21 <sup>st</sup> June	To raise awareness of the many benefits of practicing yoga.
8.	World Entrepreneurship Day	20 <sup>th</sup> August	To honour people who have built an empire from scratch.
9.	World Literacy Day	8 <sup>th</sup> September	To raise awareness for literacy problems.
10.	World Aids Day	1 <sup>st</sup> December	To unite to help end HIV and raise awareness about the disease.
11.	World River Day		To raise awareness regarding water bodies and to promote conservation.
12.	World Bicycle Day	3 <sup>rd</sup> June	To recognize the versatility and uniqueness of the bicycle, a sustainable form of travelling.

### **EVENTS & FESTIVALS OF LOCAL IMPORTANCE**

1.	Saraswati Puja	Dates are variable every year	To honour the Hindu Goddess of wisdom Saraswati and to mark the arrival of spring.
2.	Viswakarma Puja	17 <sup>th</sup> September	To honour Lord Vishwakarma, the chief architect of the world.
3.	Bihu	-	Celebration of the most significant festival of Assam.
4.	Silpi Divas	-	To mark the death anniversary of the cultural icon and freedom fighter Jyoti Prasad Agarwala.

5.	Bir Lachit Divas	24 <sup>th</sup> November	To mark the birth anniversary of Lachit Borphukan and the Assamese Army's victory at the Battle of Saraighat.
6.	Rabha Divas	-	To celebrate the famous Kalaguru Bishnu Prasad Rabha.
7.	Sudha Kanta Divas	-	To mark the death anniversary of Dr. Bhupen Hazarika, an eminent artist from Assam.
8.	College week	-	One week event to promote extra-curricular activities among the students.
9.	College Foundation Day		To mark the founding of the institution.
10.	College Freshers Programme		To welcome all the new students to the college.
11.	College Farewell Programme		To bid farewell to all the passed- out students of the college.

  
 Principal  
 Jorhat Kendriya Mahavidyalaya  
 Kenduguri, Jorhat-785010

**(Dr. Dulen Saikia)**  
 Principal,  
 Jorhat Kendriya Mahavidyalaya