Date / /20

A.W.H/2025-26/18 meeting held on 3-6-2026 at 3.15 pm in 202.

Agenda: A.W.H/25-26/18. Evaluation

Minutes:

18.1. No ~~such~~ complaints related to harassment reported to the committee by the students and staff

Members present

Mrs. Smitha M

Dr. Shaline M

Mrs. Ramya S Ballal

Mrs. Geetha Jain

Shanmukha RS

Principal

Sirsi Shanmukha Education Society's

College of Nursing, Sirsi

SHRI DHARMASTHALA MANJUNATHESHWARA COLLEGE OF BUSINESS MANAGEMENT, MANGALURU – 575 003.
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NAAC Reaccredited (2023) with 'A' Grade

SEXUAL HARASSMENT & ANTI-WOMEN HARASSMENT CELL

With regard to the Supreme Court Judgement and guidelines issued in 1997 to provide for the effective enforcement of the basic human right of gender equality and guarantee against sexual harassment and abuse, more particularly against sexual harassment at work places, the University Grants Commission (UGC) has issued circulars since 1998, to all the universities, advising them to establish a permanent cell and a committee to develop guidelines to combat sexual harassment, violence against women and ragging at the universities and colleges.

OBJECTIVES:

- To evolve a mechanism for the prevention and redressal of sexual harassment cases and other acts of gender-based violence in the institution.
- To ensure the implementation of the policy through proper reporting of complaints and their follow-up procedures.
- To provide an environment free of gender-based discrimination.
- To create a secure physical and social environment which will deter acts of sexual harassment.
- To facilitate a safe environment that is free of sexual harassment.
- To promote behaviours that create an atmosphere and ensure gender equality.

Composition 2025 – 2026

SL.NO.	NAME & DESIGNATION OF THE OFFICIAL	NOMINATED AS
1	Prof. Aruna P Kamath, Principal	Chairman
2	Mrs. Smitha M., Dean BBA Dept.	Co-Ordinator
3	Dr. Shalini M, Faculty	Member
4	Mrs. Ramya S Ballal, Office Supdt.	Member
5	Mrs. Yashaswini, Administrative Staff	Member

PREVENTIVE MEASURES:

1. In the orientation programme conducted for the first year, Principal addresses the students to ensure that there is a healthy environment.
2. Awareness programmes are conducted to educate the students not to reveal their personal details to others.
3. CCTVs are also installed to monitor.
4. A staff room is located on each floor so as to monitor student's discipline.
5. All the class advisors have given the special responsibility of maintaining discipline.
6. During the lunch break and before the class commences in the morning, Physical Director is given the responsibility of maintaining discipline.
7. If any misbehaviour is reported then such students will be warned in the presence of their parents.
8. Complaint may be received by any member of the committee through the staff member or directly by the student in written form.
9. The Committee shall meet as and when any complaint is received.
10. The Committee shall direct the accused by issuing a notice to employee(s)/student(s) to prepare and submit a written response to the complaint/allegations within a period of two (2) days from such direction of such other time period as the committee may decide.

11. Each party shall be provided with a copy of the written statement(s) submitted.
12. The Committee shall conduct the proceedings in accordance with the principles of natural justice. It shall allow both parties reasonable opportunity of presenting their case.
13. The Committee shall allow both parties to produce relevant documents and witnesses to support their case. Documents produced shall be affixed with the party's signature to certify the document as original/true copy.
14. The Committee shall sit on a day-to-day basis to record and consider the evidence produced by both parties.
15. As far as practicable, all proceedings shall take place in the presence of both parties.
16. Minutes of all proceedings shall be prepared and duly signed by the members of the Committee.
17. The Committee shall complete its proceedings within fifteen (15) days from the date of receipt of complaint.
18. The Committee shall record its findings in writing with reasons and forward the same with recommendations to the Principal/Management within five (5) days of completion of the proceedings before it.
19. In case the committee finds the facts disclose the commission of criminal offence by either of the party it shall specifically mentioned in the committees report.
20. If, in the course of the proceedings before it the committee satisfied that a *prima facie* case of sexual harassment is made out against the accused employee(s)/Student and that there is any chance of the recurrence of any such action, or that is required to do so in the interest of justice, it may on the request of the complainant or otherwise, disciplinary action could be initiated in the form of

a. For Staff:
   i. Written apology
   ii. Adverse remarks in confidential report
   iii. Debarring from duties
   iv. Denial of re-employment
   v. Stopping of increments/promotion
   vi. Suspension/Dismissal
   vii. Any other relevant mechanism

b. For Students:
   i. Written apology
   ii. Adverse remarks in confidential report
   iii. Denial of admission ticket
   iv. Denial of re-admission
   v. Suspension/Dismissal
   vi. Any other relevant mechanism

21. In the course of the proceedings, if the committee is satisfied that the any person has retaliated against/victimized the complainant or any person assisting the complainant as a result of the complaint having been made or such assistance having been offered the committee shall report the same in writing to the Principal/Management, with reasons and with recommendations of the action to be taken against such person.
22. At the culmination of the proceedings, if the committee satisfied that the complainant has knowingly brought false charges of sexual harassment against any person, it shall report the same in writing to the Principal/Management, with reasons and with recommendations of the action to be taken against such person.

Principal
Shri Dharmasthala Manjunatheshwara
College of Business Management
MANGALORE

Date / /20

A.W.H/25-26/17 meeting held on 26-11-2025 at 3.15 pm in 202

Agenda :- A.W.H/25-26/17 - Evaluation

Minutes :-

17.1 Harassment case is not reported.

Members Present

Mrs. Smitha M

Dr. Shalini M

Mrs. Ramya S Ballal

Mrs. Geetha Jain

Principal

Date / /20

A.W.H/25-26/16 meeting held on 6-8-2025 at 3.15pm in room no. 202

Agenda:- A.W.H/25-26/16 - to creat awareness about the cell

Minutes:

16.1- ~~Att~~ It is decided that all the class advisors must ~~to~~ inform their concerned classes regarding the anti-women harassment cell of the college

Members present

Mrs. Smitha M

Dr. Shalini M

Mrs. Ramya S Ballal

Mrs. Geetha Jain

Ramya.

Principal

Date / /20

A.W.H/2024-25/15 meeting held on 29-5-2025 at 2pm in room no. 202

Agenda :- A.W.H/2024-25/15 - Evaluation

minutes :- Harassment case is not found

Members present
Mrs. Smitha M
Dr. Shalini M
Mrs. Madhumathi J Raja
Mrs. Ramya S Ballal
Mrs. Geetha Jain

Principal
Shri Dharmasthala
College of
Mangalore

Date / /20

A.W.N/24-25/14 meeting held on 2-12-2024 at 2pm in 202.

Agenda :. A.W.N/24-25/15. Evaluation

minutes

14.1 - Harassment case is not found.

Members present

Mrs. Smitha M

Dr. Shalini M

Mrs. Madhumathi J Raja

Mrs. Ramya S Balla

Mrs. Geetha Jain

Anita

Principal

Date / /20

A.W.H/24-25/13 meeting held on 22-08-2024 at 3.15 pm in room no. 202.

Agenda

A.W.H/24-25/13 - creating awareness about the cell

minutes

13.1 - All the class advisors to be instructed to inform the students regarding anti women harassment cell.

Members present-

Mrs. Smitha M

Dr. Shalini M

Mrs. Madhumathi J Raja

Mrs. Ramya S Ballal

Mrs. Geetha Jain

Principal

Date / /20

A.W.H/23-24/12 meeting held on 3-6-2024 at 3.15 pm. in room no. 202.

Agenda: A.W.H/23-24/11 - Evaluation

Minutes

12.1 - Harassment case is not found.

members Present

Mrs. Smitha M

Dr. Shalini

Mrs. Shashikala Shetty

Mrs. Ramya Tinesh

Mrs. Yashaswini

Principal
Shri Dharmasthala Manjunatheshwara
College of Business Studies
Mangalore

A.W.H/23-24/11 - Meeting held on 6-12-2023 at 3:15 pm in 202

Agenda : A.W.H/23.24/11 - Evaluation

Minutes

11.1 - Harassment case is not observed

Members present

Mrs. Smitha M

Dr. Shalini

Mrs. Shashikala Shetty

Mrs. Ramya Jinesh

Mrs. Yashaswini

Date / /20

A.W.H/22-23/9 meeting held on 26-1-2023 at 2:22 to 3.15 pm

Agenda - AWH/22-23/9 Evaluation

Minutes

9.1 - Harassment case is not reported.

Members Present

Mrs. Smitha M

Dr. Shalini

Mrs. Shashikala Shetty

Mrs. Ramya Jinesh

Mrs. Yashaswini

Principal
Shri Dharmasthala Manjunatheshwara
College of Business Management
MANGALORE

Date / /20

A.W.H/22-23/8 meeting held on 23-11-2022 at 2022 at 3.15 pm

Agenda - AWH/22-23/8. Awareness on Anti-women Harassment cell

Minutes:

8.1 - It is decided that the committee member will request all the class advisors to inform their respective classes about the existence of anti-women harassment cell.

8.2 - Any related issues should be brought to the notice of concerned incharge

Members Present

Mrs. Smitha M

Dr. Shalini

Mrs. Shashikala Shetty

Mrs. Ramya Jinesh

Mrs. Yasmeen

Principal
Shri Dharmasthala Manjunatheshwara
College of Business Management
MANGALORE.

Date / /20

A.V.H/21-22/-7 Meeting held on 21-03-202
at 202 at 3.30 p.m.

Agenda -
↳ evaluation

Minutes

6.1. It is found that harassment case is not reported.

Members Present
Mrs. Smitha M
Dr. Shalini
Mrs. Shashikala Shetty
Mrs. Ramya Jinesh
Mrs. Yashaswini

Principal
Shri Dharmasthala Manjunatheshwara
College of Business Management
MANGALORE.

Date / /20

A.W.H/2021-22/-6 meeting held on 24-11-2021 at 202 at 3.30 pm

Agenda: Awareness on Anti-women harassment cell

Minutes:

6.1. All the class advisors must inform their concerned classes about the cell.

Members present

Mrs. Smitha M

Dr. Shaline

Mrs. Shashikala Shetty

Mrs. Ramya Jinesh

Mrs. Yashaswini

Principal
Shri Dharmasthala Manjunatheshwara
College of Business Management
MANGALORE.