



SHRI DHARMASTHALA MANJUNATHESHWARA COLLEGE OF BUSINESS MANAGEMENT, MANGALURU – 575 003.

Contact No. 0824-2496980(P)
0824-2494186(O)

Email:sdmcbm@sdmcbm.ac.in
Website : www.sdm.ac.in

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

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. Smriti M

Dr. Shalini M

Mrs. Ranya S Ballal

Mrs. Geeta Jain

Anika

Ranya

ans

Principal

Principal

College of Business Management

Page No.

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

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

Minutes:

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

Members present:

Mrs. Smritika M

Dr. Shalini M

Mrs. Ramya S Ballal

Mrs. Geetha Jain

Ramya

Ramya

SM

Principal

Principal
College of Business Management
Vellore Institute of Technology

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

Agenda :- A. W. N / 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

Amir

40

10

Ramya

em.

Principals
Shri Dharmasthala
College of Business
Management

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
14.01 - Harassment case is not found.

Members Present

- Mrs. Smitha M Anika
- Dr. Shalin M [Signature]
- Mrs. Madhumathi J Raja [Signature]
- Mrs. Ramya S Balle [Signature]
- Mrs. Geetha Jain [Signature]

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

Agenda

A. N. 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. Smriti M

Dr. Shalini M

Mrs. Medhumathi J Raja

Mrs. Ramya S Ballal

Mrs. Geetha Jain

A. N. H
D
A
R
SR

swarnika

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. Smriti M

Dr. Shalini

Mrs. Shashikala Shetty

Mrs. Ramya Tinesh

Mrs. Yashaswini

Smriti
Shalini

SP
Ramya
Yashaswini

Principal

A. W. H / 23-24 / 11 - Meeting held on 6-12-2023
at 3.15 pm in 202 U

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

Minutes

11.1 - Harassment case is not observed

Members present

Mrs. Smilka M

Dr. Shalini

Mrs. Shashikala Shetty

Mrs. Ramya Jinesh

Mrs. Yashaswini

Sulka
(Kale)
eg

Ramya

Sh

Yashaswini

A.W.H | 22-23 | 9 meeting held on 26-1-2023
at 2.15 pm

Agenda - AWH | 22-23 | 9 Evaluation

Minutes

9.1 - Harassment case is not reported.

Members Present

Mrs. Smitha M

Anita

Dr. Shalini




Mrs. Shashikala Shetty

Mrs. Ramya Jinish

Ramya
Jw

Mrs. Yashaswini



A.W.H | 22-23 | 8 meeting held on 23-11-2022
at 202 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 advisers 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. Smilka M

Smilka

Dr. Shalini

Shalini

Mrs. Shashikala Shetty

Mrs. Ramya Tinesh

Ramya

Mrs. Yashaswini

Yashaswini

Smilka
Principal
Shri Dharmasthala Manjunatheswara
College of Business Management
MANGALORE.

A. N. H / 21 - 22) -7 Meeting held on 21-03-2022
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 Jinish

Mrs. Yashaswini

Dr. Shalini

Dr. Shalini

Ramya

Yashaswini

Principal

Principal
Shri Dharmasth Manjunatheswara
College of Business Management
MANGALORE.

A. No. H/2021-22/6 meeting held on 24-11-2021
at 202 at 3.30 pm

Agenda: Awareness on Anti-women harassment
Call

minutes:

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

Members Present

Mrs. Smita M

Dr. Shalini

Mrs. Shashikala Shetty

Mrs. Ramya Jinesh

Mrs. Yashaswini

[Signature]

[Signature]

[Signature]
Ramya

[Signature]

[Signature]

Principal
Shri Channarayana Manjunathes Wara
College of Business Management
MANGALORE.