



## GENDER POLICY

### Introduction

The social construct of gender impacts attitudes, roles, responsibilities and behavioral patterns of boys and girls, men and women in all societies. Education has the inbuilt potential of initiating social change in the context of gender relations. Gender equality is a cross-cutting issue and implementation of the Gender Policy will require commitment, participation and contribution of every member of the institution.

### Objectives

Keeping in mind that the Institute is a co-education set-up, the Institution has designed the following objectives of the policy:

- To facilitate better physical and mental well-being of both women and men, through facilities, policies and programs which give due attention to gender considerations.
- To promote equity and equality between women, men and transgender.
- To acknowledge and value the contributions of women, men and transgender.

### Guidelines

In order to achieve the objectives of the gender policy, the Institution has laid the following guidelines for gender considerations:

#### *i. Policies:*

- The Institution adopts zero tolerance approach towards gender bias in the Institution.
- The top management is unbiased in recruitment, of male or female staff members in the College. Whether male or female, the most competent candidate is appointed for the required post. Similarly, it also holds true in case of appraisals and increments. The appraisals and increments are done on merit irrespective of gender.
- Female staff members are entitled to 120 days Maternity Leave (ML) in case of full-time employee and 60 days to a part-time employee. In case of miscarriage or medical termination of pregnancy, the staff member is entitled to three weeks of paid maternity leave. Paternity Leave is paid leave given to a male employee when a child is born. Our College grants its full-time staff members, a maximum of 10 days paternity leave (within three months) and five days for part-time employees. The staff members are entitled to maternity and paternity benefits only after completion of 365 days of them joining the College.
- There is fairness in representation of women in various Committees.



- There is unbiased approach when admitting students in our College, whether the applicant is male or female or transgender. The male and female students get equal opportunities to participate in extra-curricular and co-curricular activities of the College. Separate girls and boys class representatives are appointed to look into the routine affairs of the class.
- A female security guard is appointed to address the safety and security issues of female staff and students.

## **ii. Support Facilities:**

- The College provides scholarship and library facility without any gender discrimination.
- The College has counseling facility for the students, including female students to handle issues relating to their personal, familial, and educational matters.
- Emergency contact numbers are displayed at suitable locations for the staff and students, that in case of any emergency to the female staff and students, can get in touch with the concerned helpline connections.
- The College has installed sanitary napkin vending machines for taking care of menstrual hygiene of female staff members and female students.
- The College provides the following facilities to promote gender equity:
  - Separate common rooms for girls and boys
  - Separate washrooms for girls and boys
  - Separate sports room for girls and boys

## **iii. Activities:**

- The College regularly conducts orientation programs, seminars and workshops that develop gender sensitization among the staff and students about the male, female and transgender. The programs may include talks on sexual harassment, eve teasing, me-too campaign, etc.
- The College conducts gender equity programs so that women and girls are not excluded or stereotyped in their jobs and/ or roles in their personal and professional lives.
- The College conducts self-defense programs for female staff and students.
- The College organizes *Womenia Festival* for female students. The festival involves fun-filled activities for female students, such as one-minute games, saree draping competition, mehendi, etc.



**iv. Collaborations and Associations:**

The College has collaborated with an NGO – Bharatiya Stree Shakti to assist the College on handling matters related to gender sensitization, gender equity programs and for any legal assistance with respect to sexual harassment at workplace. The College has also been associated with other NGOs for gender related issues and activities like Humsafar Trust, Majlis, Akshara Legal Centre, etc.

**v. The *Audit*:**

The College periodically conducts Gender Audit. The Gender audit is conducted with the under-mentioned objectives:

- To ensure that gender equity is practiced in the campus.
- To provide women-friendly environment in the campus
- To promote the interest of women stakeholders in the campus

Gender audit enables to integrate gender issues at workplace and to foster gender equality.

