



A T M E  
College of Engineering

# GENDER EQUALITY POLICY

# Gender Equity Policy

## Introduction

The principle of gender *Equity and Sensitization* is enshrined in the Indian Constitution in its Preamble, Fundamental Rights, Fundamental Duties and Directive Principles. Gender *Equity and Sensitization* is the state of the equal ease of access to resources and opportunities regardless of the gender. Gender *Equity and Sensitization* includes economic participation and decision-making and the state of valuing different behaviors, aspirations and needs equally regardless of gender.

## Objective:

- Creating a campus that promotes a culture of respect and equality among all without gender discrimination.
- To broaden the domain of knowledge and improve skills of women community.
- Strengthen efforts of College Internal Complaints Committee (CICC) in bringing awareness around the issues of gender and sexual harassment at the workplace.

## Scope:

The policy is applicable to all the staff and students of ATME college of Engineering. The policy covers the gender equity and gender sensitization.

## Policy:

To uphold the commitment of the Institution to provide an environment free of gender-based discrimination, the modality of functioning of the Institution is mentioned below.

- Having a policy to provide fair (around 33%) representation to the women employees in various committees as members and chair persons.
- Encouraging the lady staff of the Institutions to present the technical papers in National & International conferences by providing leave facility and other incentive.
- Encouraging the lady staff members of the Institution to function as reviewers, session chairs and Jury members in the conferences and project exhibitions organized by other Institutions by providing them the leave facility.
- Supporting the Lady Staff members to pursue higher studies by providing the facilities like sabbatical leave, reduced workload etc.
- Encouraging the lady staff of the Institutions to publish articles in Quality journals by providing Article processing fee, Incentive for published article.
- Encouraging the lady staff of the Institutions to apply for funding and providing incentive for the sanctioned projects.
- Encouraging lady staff members of the Institution to write text book, to publish professional articles and providing incentive for the accomplishments.
- Encouraging lady staff members to have MOU with Industry & other universities.
- Encouraging lady staff members to apply for patents.
- Encouraging the lady staff members of the Institution to attend FDP, STTP, SDP, workshops etc. by providing them the registration fee and the leave facility.
- Encouraging girl students of the Institution to participate in sports and cultural events organized by other institutions at the state & national level by providing the

necessary facilities.

- Encouraging girl students to participate in Intra University and inter university sports activities by providing the necessary facilities.
- Encouraging Girl students to participate in conferences, project exhibitions by providing the necessary facilities.
- Encouraging meritorious girl students by providing scholarship through Vidyaasare scheme.
- Encouraging Girl students to participate in the Hackathons organized at the National level by providing the necessary facilities.
- Organizing various cultural, literary and sports activities for the Girl students and lady staff members of the institution and encourage them by providing certificates and prizes.
- To encourage the girl students & staff members, felicitating women achievers from different walks of life during International women`s Day celebrations
- Provide mechanisms through CICC to address Sexual Harassment issues through just and fair conciliation without undermining complainant's rights as per the guidelines of Supreme Court, UGC, Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013.
- Organize gender sensitization programmes and workshops through CICC for the staff and students, to spread awareness about the rights, acts, rules and regulations that comes under Gender equality.
- Creating awareness about gender sensitization by organizing talk by experts.
- Giving wide publicity to the Institute policy against sexual harassment on website and in the prominent places in the institution.
- Conducting workshops, seminars and activities to increase the skillset among staff and students.
- To evolve a mechanism for the prevention and redressal of sexual harassment cases and other acts of gender-based violence at the Institute.

### **Internal Complaint Committee.**

Internal Complaint Committee is constituted as per the guidelines of Supreme Court, UGC, and Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013, to provide protection against discrimination and sexual harassment of women at workplace and for the prevention and Redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto. The Internal Complaint Committee will be responsible for the Redressal of complaints made by employees and ensure time-bound treatment of the complaints as provided in the Act.

### **Objective:**

The objectives of the Internal Complaint Committee to Prevent Sexual Harassment of Women at the institute.

**Structure & Constitution of the Internal Complaint Committee shall be as under:**

| <b>INTERNAL COMPLAINT COMMITTEE</b> |             |                    |                        |
|-------------------------------------|-------------|--------------------|------------------------|
| <b>Sl. No.</b>                      | <b>Name</b> | <b>Position</b>    | <b>Contact Details</b> |
| 1                                   |             | Chairperson        |                        |
| 2                                   |             | Member Secretary   |                        |
| 3                                   |             | Member             |                        |
| 4                                   |             | Member             |                        |
| 5                                   |             | Member             |                        |
| 6                                   |             | Member             |                        |
| 7                                   |             | Member             |                        |
| 8                                   |             | Member             |                        |
| 9                                   |             | NGO Representative |                        |

**Meetings:**

The Member Secretary shall, with the approval of the Chairman of the Committee convene the meetings of the internal complaint Committee at least twice in a year and on such other occasions as may be necessary. Member Secretary shall with the approval of the Chairman of the Committee prepare the agenda for the meeting. One half of the members shall constitute the quorum, However, if there is no quorum for the meeting up to half an hour, then the meeting shall stand adjourned to the next convenient day fixed, In the adjourned meeting, if there is no quorum for up to half an hour, then the members present shall themselves constitute the quorum and conduct the meeting.

**Roles & Responsibilities:**

Without prejudice to the generality of functions mentioned, the Roles & Responsibilities of Internal Complaint Committee is as under.


- To develop a policy against sexual harassment of women at the Institute.
- Prevent discrimination and sexual harassment, by promoting gender amity among students and employees.
- Make recommendations to the management for changes/elaborations in the Rules in the student hand book and Employees hand book, to make them gender just and to lay down procedures for the prohibition, resolution, settlement and prosecution of acts of discrimination and sexual harassment, by the students and the employees.
- To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures.
- Deal with cases of discrimination and sexual harassment against women, in a time bound manner, aiming at ensuring support services to the victimized and

termination of the harassment.

- Recommend appropriate punitive action against the guilty party to the Management.
- To evolve a permanent mechanism for the prevention and Redressal of sexual harassment cases and other acts of gender-based violence at the Institute.
- To uphold the commitment of the Institute to provide an environment free of gender-based discrimination.

## CONTACT US

 +91-821-2954081

 ATME College of Engineering,  
13th Kilometer, Mysuru-Kanakapura-  
Bengaluru Road, Mysuru-28, Karnataka.

 [info@atme.in](mailto:info@atme.in)

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