



f. No.: ZP/25-26/75

Date : 04/08/25

## ANTI SEXUAL HARASSMENT CELL

As per the guidelines of UGC and the Supreme Court an Anti-Sexual Harassment Cell has been established by the Zeal Polytechnic, Pune to provide a healthy and conducive atmosphere for the students and staff of the College. Anti-Sexual Harassment Committee is formed to prevent sexual assault, rape and other related crimes on women. Sexual harassment includes unwelcome sexually determined behavior (whether directly or by implication) as: physical contact and advances; a demand or request for sexual favours, showing pornography, any other unwelcome physical, verbal or non-verbal conduct of sexual nature. The goal of the cell is to prevent sexual harassment to ensure safe environment for women.

### Roles and Responsibilities

- ✓ To ensure provision of a work and educational environment that is free from sexual harassment
- ✓ To take all reasonable steps (active and preventive in nature) to prevent the harassment occurring
- ✓ To discuss and suggest methods to promote gender equality amongst all employees and students.
- ✓ To suggest awareness for students and staff members on different aspects of women welfare.
- ✓ To address the gender discrimination and sexual harassment cases whenever reported and recommend appropriate necessary action.
- ✓ To arbitrate sexual harassment cases and recommend suitable punishments for further action.
- ✓ The cell can suggest different degrees of "punishment" depending on the different degrees of fault or offence like Minor, Moderate or Major. Tools to respond to offenses include (1) communication (2) verbal warning, (3) written warning, (4) suspension of the guilty parties (5) termination
- ✓ To consider any other matter on women's issues referred to the committee

### Constitution

#### The Composition of Anti Sexual Harassment Cell

To address the issues and to redress the grievances, Internal Complaint Committee (ICC) under Anti-Sexual Harassment Cell has been formed. The committee has been constituted with a women working at senior level as a Chairperson; 7 members from amongst employees and one member from amongst NGO committed to the cause of women

### Mechanism

The process for addressing a complaint of workplace sexual harassment involves six steps enumerated as Receipt of Complaint, Planning, Interviews, analyse and assess the information gathered during enquiry, Finding and recommendations and Report

### Frequency of Meeting

Annually minimum one meeting of the committee is held. If in between any complaint is registered, with immediate effect meeting is held to investigate and solve the problem.

Sr. No.	Name of Member	Designation	Mobile No.	Email
1	Prof. Ayub A. Tamboli	Chairperson (Principal)	9765733518	ayub.tamboli@zealeducation.com
2	Prof. Ramesh K. Mandale	Member (HoD, Electrical Engineering)	820839 9582	ramesh.mandale@zealeducation.com
3	Prof. Nilesh N. Kokare	Member (HoD, Mechanical Engineering)	8668965514	nilesh.kokare@zealeducation.com
4	Prof. Sonali N. Navale	Member (HoD, E&Tc Engineering)	9822226471	sonali.navale@zealeducation.com
5	Prof. Amit Mohit	Member (Coordinator, FY)	8378089952	amit.mohit@zealeducation.com
6	Mrs. Mathura Mahadik	NGO Member	9823735214	mathura.mahadik@gmail.com
7	Mr. Suhas. B. Shewale	Senior Clerk	9604435209	suhas.shewale@zealeducation.com
8	Mrs. Usha S. Poman	Librarian	9763957980	usha.poman@zealeducation.com
9	Prof. Vijay B. Mohite	Secretary (HoD-Computer Engineering)	9309893419	vijay.mohite@zealeducaiton.com



  
**PRINCIPAL**  
ZES's Zeal Polytechnic  
Narhe, Pune - 411 041.