

# DPU

**Dr. D. Y. PATIL VIDYAPEETH, PIMPRI, PUNE**

**(Deemed to be University)**

**(Accredited (3<sup>rd</sup> Cycle) by NAAC with a CGPA of 3.64 on four point scale at 'A++' Grade)**

**(Declared as Category - I University by UGC Under Graded Autonomy Regulations, 2018)**

**(An ISO 9001:2015, ISO 14001:2015 Certified University)**

## **Standard Operating Procedure for Gender Sensitization**



**Amended in March 2024**

Dr. Narendra M. Kadu  
Registrar

Ref. No. : DPU/241(7)(vii)/24  
Date : 04/04/2024

### NOTIFICATION

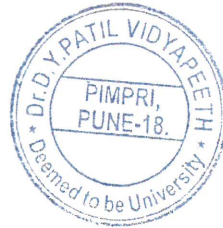
In pursuance of the resolution passed by the **Academic Council** at its meeting held on **15<sup>th</sup> March, 2024** vide **Resolution No. AC-14 (vii)-24** and by the **Executive Council** at its meeting held on **22<sup>nd</sup> March 2024** vide **Resolution No. EC-14(vii) -24**.

It is hereby notified for the information of all concerned that Dr. D. Y. Patil Vidyapeeth, Pune has published "**Revised Standard Operating Procedure for Gender Sensitization Committee (Amended in March, 2024)**" for the staff of the Vidyapeeth.

This SoP comprises of the following parts:

1. Objectives
2. Definitions
3. Compositions
4. Facilities for Gender Sensitivity

The "**Revised Standard Operating Procedure for Gender Sensitization Committee (Amended in March, 2024)**" will serve as a detailed guideline and will be useful to all concerned. This will come into force with immediate effect.



  
(Dr. Narendra M. Kadu)  
Registrar

Copy to;

1. P.S. to Chancellor for the Kind information of Hon'ble Chancellor, Dr. D. Y. Patil Vidyapeeth Pune.
2. P.S. to Vice Chancellor for the Kind information of Hon'ble Vice Chancellor, Dr. D.Y. Patil Vidyapeeth, Pune.
3. P.S. to Pro Vice Chancellor for the Kind information of Hon'ble Pro Vice Chancellor, Dr. D.Y. Patil Vidyapeeth, Pune.
4. Director (IQAC), Dr. D.Y. Patil Vidyapeeth, Pune.
5. Director (Administration: Quality Assurance, Faculty Development & Research), Dr. D. Y. Patil Vidyapeeth, Pune
6. Director (Research), Dr. D.Y. Patil Vidyapeeth, Pune.
7. Controller of Examinations, Dr. D.Y. Patil Vidyapeeth, Pune.
8. Finance Officer, Dr. D.Y. Patil Vidyapeeth, Pune.
9. All the Heads of the Colleges / Institutes of DPU
10. Webmaster for uploading on DPU website.

Encl: As above

## **STANDARD OPERATING PROCEDURE FOR GENDER SENSITIZATION COMMITTEE**

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**WHEREAS** Dr. D. Y. Patil Vidyapeeth, Pune popularly known as "DPU", managed by **Dr. D. Y. Patil Vidyapeeth Society, Pune**, was declared as "Deemed-to-be-University", under **Section 3 of UGC Act 1956** in 2003. To start with, there was one constituent college i.e. Dr. D. Y. Patil Medical College, Hospital and Research Centre, Pune. Later on a few more constituent colleges were established and / or brought under the ambit of the DPU.

**AND WHEREAS** today the Vidyapeeth has 14 constituent institutions under its umbrella. All the institutions have the approval / recognition of the relevant statutory bodies to offer UG, PG Degree Super-specialty and Ph.D. programmes in relevant and emerging disciplines, specializations and super specializations.

**AND WHEREAS**, as per the provisions of University Grants Commission (Institution Deemed to be University) Regulations, 2019 sub clause 10.7 and sub-sub Clause No. 10.07.1 and 10.07.2 of the Regulations and also provisions of the Bye-Laws of Dr. D. Y. Patil Vidyapeeth Pune, Bye Law No 1.1.4 clause No. xiii provides that the Board of Management shall be the principal organ of management and the apex executive body of the institution deemed to be university, with powers to make rules and shall be the final decision making body with full powers to address academic, administrative, personnel, and development matters, including those related to gender sensitization of Institution Deemed to be University.

**And Whereas**, in accordance with UGC Regulations 2019 (vide clause No. 19.0(X)(c)), Dr. D.Y. Patil Vidyapeeth Pune (Deemed to be University) and its Constituent Institutes/Colleges are mandated to constitute a Gender Sensitization Committee. This Committee is required to meet at least once a year, or as necessary, to review actions taken on the decisions made in previous meetings and ensure continuous efforts toward gender justice.

**And Whereas**, the Gender Sensitization Committee was formed in accordance with the landmark guidelines issued by the Honorable Supreme Court of India in 1997 (VISHAKHA guidelines), which laid down the preventive measures for sexual harassment in the workplace. These guidelines were further endorsed in the **SAKSHAM report** issued by the University Grants Commission in 2013. The Committee's primary objective is to raise awareness and create an environment of gender justice and respect across the academic and non-academic community within the institution.

**And Whereas**, the Ministry of Human Resource Development (University Grants Commission) has reinforced these requirements through amendments such as the UGC (Prevention, Prohibition, and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2016, and the updated **UGC (Institution Deemed to be Universities) Regulations, 2019**. These regulations require all institutions to implement robust measures to prevent and address gender-based issues, ensuring strict compliance with legal and procedural standards for gender equality.

## **Objective**

The Gender Sensitization Committee at Dr. D.Y. Patil Vidyapeeth, Pimpri, Pune (Deemed to be University), aims to ensure a campus environment that upholds gender equality, justice, and respect for all individuals. The committee seeks to prevent and address gender-based discrimination and harassment, ensuring safety, dignity, and equal opportunity for students, faculty, and staff, regardless of gender.

## **Introduction**

This Standard Operating Procedure (SOP) is framed based on the guidelines issued by the Honorable Supreme Court of India in 1997, particularly in accordance with the VISHAKHA guidelines, endorsed by the SAKSHAM report of the University Grants Commission (UGC) in 2013, and amended in line with the Ministry of Human Resource Development (University Grants Commission) Regulations of 2016 and 2019. The SOP was approved by the Board of Management of Dr. D.Y. Patil Vidyapeeth, Pune, at its meeting held on 12th April 2019 (Resolution No. BM-19 (iv)).

In keeping with these regulations and the UGC's mission, the Gender Sensitization Committee was established to promote gender justice and ensure that the institution operates free from gender-based discrimination, harassment, and bias.

## **Definition:**

Gender sensitization refers to the process of increasing awareness, understanding, and responsiveness to the impact of gender on people's opportunities, social roles, and interactions. It involves fostering a culture that promotes gender equity, ensures the safety and security of all individuals, and prohibits discrimination or harassment based on gender.

## **Composition of the Committee:**

The Gender Sensitization Committee comprises the following members:

- Chairperson
- Two teaching members
- Two non-teaching members
- Member Secretary

The committee is responsible for addressing complaints related to gender discrimination and harassment on campus. It meets at least once a year or as needed, and complaints are to be resolved within 30 days of receipt.

## **Objectives of the Committee:**

- Address issues related to gender discrimination and ensure justice.
- Provide a platform for individuals to file complaints in a safe, respectful, and confidential manner.
- Promote gender sensitization through regular training, workshops, and discussions.
- Ensure speedy resolution of complaints by organizing committee meetings and reviewing action items regularly.
- Conduct an annual Gender Audit to assess the campus environment.
- Ensure compliance with the actions and recommendations made by the Committee.

## **Facilities for Gender Sensitivity:**

### **1. Safety**

- Female security personnel will be deployed around campus 24/7.
- The entire campus will be under CCTV surveillance for enhanced safety.
- The Internal Complaints Committee will be active and accessible for reporting incidents.

### **2. Counseling**

- Regular counseling sessions will be held for students by trained mentors to address gender-related concerns.

### **3. Common Rooms**

- Separate common rooms will be provided for male and female students across all constituent institutions, equipped with basic amenities.

### **4. Day Care Center**

- A clean, hygienic day-care center will be established for the children of women employees, ensuring a safe and nurturing environment.

## **Action Plan**

- Celebrate International Women's Day on March 8th every year.
- Conduct gender awareness programs during student orientation in August/September.
- Hold gender sensitization programs for employees during training sessions in October.
- Organize women empowerment programs, such as counseling and training sessions, in November.
- Conduct outreach programs in nearby communities to promote gender equality in December.
- Host a seminar or interactive session in January featuring eminent speakers to raise awareness about gender bias, domestic violence, and other critical issues.

## **Penalty for Non-Compliance:**

In cases where a person is found guilty of gender discrimination or harassment, penalties will be imposed as per the University's disciplinary guidelines:

- **Minor Penalties**
  - Warning, caution, or reprimand
  - Cancellation of scholarships, awards, prizes, or medals
  - Withholding of increments or promotions for a specified period
  
- **Major Penalties**
  - Demotion or reduction in rank
  - Suspension or expulsion from the institution or hostel
  - Temporary or permanent dismissal from the institution

## **Conclusion:**

Dr. D.Y. Patil Vidyapeeth, Pune (Deemed to be University), is steadfast in its commitment to fostering a gender-inclusive campus environment that prioritizes respect, dignity, and equality for all its members. Through proactive measures, comprehensive awareness programs, and a robust support system, the Vidyapeeth strives to prevent and address gender-based discrimination and harassment, ensuring a safe and supportive learning and working environment for all individuals within the campus community.

The institution's unwavering commitment to gender justice is evident in its strict adherence to the principles outlined in this Standard Operating Procedure (SOP) and its decisive actions against any violations. By taking proactive steps to create a gender-sensitive environment, the Vidyapeeth not only upholds its ethical and moral obligations but also contributes to a more inclusive and equitable society.

Furthermore, this commitment to gender equality aligns with the institution's broader goals of fostering a positive and supportive workplace culture. By prioritizing the well-being and dignity of all its members, the Vidyapeeth recognizes that a diverse, inclusive, and respectful environment is essential for creating a thriving academic and research community.

In conclusion, Dr. D.Y. Patil Vidyapeeth's dedication to gender justice serves as a testament to its commitment to creating a safe, inclusive, and equitable campus environment for all its members. Through its proactive measures, awareness programs, and strict adherence to the SOP, the Vidyapeeth is paving the way for a more just and equitable future.

**Date of Implementation: 30/07/2019**

**Date of Revision: 22/03/2024**

**Sd/-**  
**Dr. Narendra M. Kadu**  
**Registrar**