ANTI-HARASSMENT POLICY

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Version	1.0	**Owner**	Office of the Registrar / IQAC

Preamble

P. P. Savani University (PPSU) is committed to maintaining an inclusive, respectful and discrimination-free educational and working environment. Every member of the university community has the right to dignity, fairness, equal opportunity and protection from harassment and discriminatory treatment.

The University encourages individuals to report discrimination, harassment, bullying, victimisation and other inappropriate conduct without fear of academic, professional, or personal disadvantage. No person should suffer adverse consequences for raising a concern in good faith or participating in a university inquiry.

This policy establishes procedures for reporting discrimination, protecting complainants and witnesses, maintaining confidentiality and preventing retaliation.

Objectives

The objectives of this policy are:

- To encourage the reporting of discrimination, harassment and inappropriate conduct.
- To protect individuals reporting such incidents from educational or employment disadvantage.
- To ensure fair, impartial and timely handling of complaints.
- To maintain confidentiality and safeguard the dignity of all parties.
- To prevent retaliation against complainants, witnesses and individuals assisting an inquiry.
- To establish clear responsibilities for university authorities and grievance-redressal committees.

Scope

This policy applies to students, applicants, faculty members, employees, research scholars, contractual staff, visitors and participants in university programmes and activities.

It covers discrimination or harassment occurring on university premises, in classrooms, laboratories, libraries, hostels, workplaces, university events, internships, placements, field visits and other university-related activities, including relevant online interactions.

Prohibition of Discrimination and Harassment

PPSU shall not tolerate discrimination, harassment, intimidation, bullying, or victimisation. Concerns may involve unfair treatment based on gender, transgender identity, caste, religion, disability, age, ethnicity, language, or other grounds protected by applicable law or university policy.

Prohibited conduct includes derogatory remarks, threats, humiliating behaviour, exclusion from educational or professional opportunities and misuse of authority to disadvantage another person.

All complaints shall be assessed fairly, with due regard for applicable law, university regulations and the rights of everyone involved.

Protection from Educational or Employment Disadvantage

The University shall take appropriate measures to ensure that a person who reports discrimination in good faith is not subjected to retaliation or adverse treatment because of the report.

Educational protection: No student shall be unfairly penalised through grades, attendance, examination opportunities, academic progression, research supervision, scholarships, internships, placements, or participation in university activities because they have submitted a complaint or assisted an inquiry.

Employment protection: No employee shall be unfairly disadvantaged in recruitment, appraisal, promotion, salary, work allocation, training, professional development, contract renewal, or other employment matters because they have reported discrimination or participated in an inquiry.

Protection of witnesses: Individuals who provide information, support a complainant, or participate honestly in an investigation shall also be protected from retaliation.

These protections do not prevent legitimate academic or employment decisions made for documented, lawful and independently justified reasons. Such decisions must not be used as a pretext for retaliation.

Reporting Procedure

Any person who experiences or witnesses' discrimination may submit a complaint through the University's designated grievance-redressal channels.



Complaints may be submitted in writing, by email, or through other officially notified reporting mechanisms. Complainants are encouraged to provide relevant details, such as the nature of the incident, date, location, persons involved and supporting documents, if available.

Reports may be addressed to the appropriate grievance-redressal committee, Student Affairs Department, Human Resources Department, or designated university authority, depending on the nature of the complaint.

Matters involving sexual harassment shall be handled through the applicable statutory mechanism, including the Internal Committee where required by law.

Responsibilities of Grievance-Redressal Committees

The designated committees and authorities shall:

- Receive and assess complaints fairly and impartially.
- Conduct inquiries according to applicable procedures and provide relevant parties a fair opportunity to be heard.
- Maintain appropriate confidentiality concerning the complaint and the identities of the persons involved.
- Take reasonable steps to prevent retaliation and further harm.
- Recommend or implement appropriate action within their authority.
- Refer matters to the competent authority or statutory body wherever necessary.
- Maintain appropriate records and monitor compliance with decisions.

Confidentiality and Protection of Information

The University shall protect complaint records and personal information from unnecessary disclosure. Information shall be shared only with authorised persons who require it for inquiry, safeguarding, implementation of decisions, or compliance with legal obligations.

Confidentiality shall be maintained to the extent permitted by law and consistent with a fair investigation. Anonymous reports may be assessed to the extent practicable, although the ability to investigate them may be limited.

Protection Against Retaliation

Retaliation is a serious violation of this policy. It may include threats, intimidation, harassment, deliberate academic obstruction, unfair changes to employment conditions, exclusion, or other adverse action connected to a complaint or participation in an inquiry.

Any suspected retaliation shall be reported promptly through the designated grievance-redressal mechanism. The University shall examine the matter and take appropriate action under applicable rules. Interim protective measures may be considered where necessary and lawful.

A complaint made in good faith shall not attract punishment merely because it cannot be substantiated. Deliberately fabricated complaints may be addressed under applicable rules following a fair process.

Implementation and Monitoring

The Student Affairs Department shall coordinate student-related matters, while the Human Resources Department shall coordinate employee-related matters, in collaboration with the appropriate committees and university authorities.

PPSU shall inform students and employees about reporting procedures, available support, confidentiality arrangements and protection against retaliation through orientation sessions, awareness programmes, workshops and official communications.

The University shall periodically review the implementation of this policy, complaint-handling procedures and reports of alleged retaliation. Any review shall respect privacy and applicable legal requirements.

Policy Review and Approval

This policy shall be reviewed periodically and revised when required by changes in applicable legislation, regulatory directions, or university procedures. Amendments shall be approved by the competent authority.

P P SAVANI UNIVERSITY

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