

## OFFICE OF THE PRINCIPAL, PKACE, BARGARH

### WOMEN PROTECTION CELL

No. PKACE/ESTT/198<sup>(1)</sup> // Date 07.01.2025

The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 is India's first law against prevention, prohibition, and redressal of sexual harassment for women at the workplace. The Act, along with its rules, is collectively called the POSH law. The POSH Act of 2013 builds upon the Vishaka guidelines laid out in 1997 by the Supreme Court of India. The act applies to women Working/Studying in the private, government, and informal sectors.

#### Management and WPC Responsibilities

- Provide a safe working environment.
- Display the penal consequences of workplace sexual harassment.
- Employees should undergo POSH training at least once a year.
- Conduct orientation programmes for the WPC.
- Assist in any manner required to enable the aggrieved woman to receive justice according to the law.
- At least one half of the WPC should be women.

In observance of the above guidelines, Padmashree Krutartha Acharya College of Engineering has constituted one Women Protection Committee with the following members to act on the laid down procedure and in accordance with the above time schedule.

Sl. No.	Name of the Committee Members	Designation	Contact Numbers
1	Mrs.Subhrasmita Bhoi	Sr.Faculty	7873704347
2	Miss Sanjita Acharya	Librarian	9437257075
3	Mrs.Bandita Panda	Sr.Faculty	9178546066
4	Mr.Bana Bihari Biswal	Sr.Faculty	7008063340



## **The Process for Complaint and Inquiry:**

### **Step I:**

An aggrieved woman should give a written complaint either in person or through post or email to the 'Prevention of Sexual Harassment and Atrocities against Women Committee. The aggrieved should give the complaint within three months of the date of the incident. If the aggrieved woman is unable to make a complaint, her legal heirs may do so.

### **Step II:**

On receiving the complaint, the WPC will inquire as per service rules or in their absence, according to regulations under the Act. The committee will complete them within 90 days. The committee will submit the report within ten days from the date of completion of the inquiry.

### **Step III:**

If the WPC finds that the allegations against the respondent are proven, it will submit a report to the Principal to take action for sexual harassment as a misconduct under the provisions of the applicable service rules or as per rules framed under the Act.

### **Step IV:**

The college management will act on the recommendations of WPC within 60 days of the submission of the inquiry report.

### **Step V:**

Appeal against the decision of the WPC is allowed within 90 days of the recommendations.

Memo No. PKACE/EXTT/198 <sup>C1</sup> // Date 07.01.2025

Copy to the above committee members for information and necessary action.

  
Principal

PADMASHREE KRUTARTHA  
ACHRYA COLLEGE OF  
ENGINEERING, BARGARH

  
Principal

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