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ANTI-DISCRIMINATION



The University of Petroleum and Energy Studies (UPES), located in Dehradun, places significant importance on cultivating an inclusive, diverse, and equitable campus environment. Reflecting this commitment, UPES has established a dedicated Equality, Diversity, and Inclusion (EDI) Committee that actively promotes fairness, respect, and equal opportunities for all members of the university community. This committee serves as a cornerstone in driving the university's vision for a campus free from discrimination, where individuals from diverse backgrounds can thrive academically, socially, and professionally. By addressing critical issues such as gender equity, accessibility, and non-discrimination, the EDI Committee enhances the university's cultural competence, enriches the educational experience, and prepares students and staff alike to engage effectively in a global and diverse society.

[Anti-Discrimination committee](https://upeswebsitecdn-prod-hphqfhc0b8h2ffhf.a02.azurefd.net/drupal-data/pdfs/Anti-Discrimination_Committee.pdf)

https://upeswebsitecdn-prod-hphqfhc0b8h2ffhf.a02.azurefd.net/drupal-data/pdfs/Anti-Discrimination_Committee.pdf

The UPES committee on Anti-discrimination will oversee steps to prevent any kind of discrimination on campus on the basis of gender, race, caste, marital or civil partnership status, sexual orientation, religion or belief, age, or disability.

Anti – Discrimination Cell

For the Academic Year 1st July, 2023 to June 2025, the
“Anti-Discrimination Cell” for the UPES Dehradun Campus
would have the following members:

- 1) Mr. Bajj Nath, Director-Legal – Chairperson
- 2) Dr. Sanjeev Kumar Dubey – Member – Faculty
- 3) Dr. Gagandeep Kaur – Member – Faculty
- 4) Mr. Bhishek Singh Member – HR
- 5) Mr. Yogya Sharma – B.Tech CSE. (2021) Mob: 6306714648
- 6) Ms. Chitra Sharma – B.Tech CSE (2021) Mob: 8755356478

@ Additional members may be co-opted if required.

The broad illustrative functions of the cell shall be under:

1. The Cell shall try to uphold the dignity of the institution by addressing the concerns (if any) brought into the notice related to discrimination in offering or receiving education inside the campus.
2. The Cell will try to provide due redressal into the allegations of depriving a student or a group of students on the basis of caste, creed, race, religion, language, ethnicity, gender, disability etc. to education of any type of at any end.
3. The Cell shall endeavor to safeguard interest of the students without any prejudice to their caste, creed, religion etc. and also to eliminate discrimination against or harassment of any students in all forms as well as to promote equality among students of all sections of the society in the University.
4. The Cell will endeavor to provide preventive and protective measures to facilitate eradication of discrimination of any form or harassment and punishments for those who indulge in such activities.
5. The students can contact the Cell in the below mentioned address:

Mr. Bajj Nath bnath@ddn.upes.ac.in Mobile No. 9411114434

Mr. Bhishek Singh bhishek.singh@ddn.upes.ac.in Mobile No. 9997777297.

The email ID of Anti-Discrimination Cell is: anti/dscell@upes.ac.in



Dr. Rajm Sharma
Vice Chancellor

UPES POLICY ON PREVENTION OF SEXUAL HARRASSMENT AGAINST WOMEN

<https://upeswebsitescdn-prod-hphqfhc0b8h2ffhf.a02.azurefd.net/drupal-data/pdfs/ICC-2024.pdf>

THE UPES is committed to provide safe working and academic environment to all girl students and its women employees. Salient aspects of the UPES rules and regulations covering prevention and redressal of sexual harassment complaints against women are given in the succeeding paragraphs. UPES provisions have been framed in accordance with the existing law viz– The Sexual Harrassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

OFFICE COMMUNICATION

Ref: UPES/VC/POSH/2024-25
Date: 01/10/2024

Subject: Constitution of Internal Complaints Committee under University Grievs Commission (Prevention, prohibition and redressal of Sexual Harassment of Women employees and students in higher educational institutions) (Regulations, 2015 - UPES, Dehradun Campus).

For the period starting from 01st October 2024 to 30th September 2027, the Internal Complaints Committee as per University Grievs Commission (Prevention, prohibition and redressal of Sexual Harassment of Women employees and students in higher educational institutions) Regulations, 2015 for the UPES Campuses would have the following members:

Composition	Members
Chairperson	Dr. Shikha Dixit, Professor, 9719907101, shikha@upes.ac.in
Faculty Members (required 2 as per guidelines)	Dr. Nilanjana Banerjee, Associate Professor, 9838961656, nbanerjee@upes.ac.in Dr. Nisha Chugh, Associate Professor, 8755278080, nchugh@upes.ac.in Dr. Shikha Saxena, Associate Professor, 8450496816, shikha.saxena@upes.ac.in
Non-Teaching Members (required 2 as per guidelines)	Dr. Nishant Mishra, Dean-Student Welfare, 9953799731, nishant.mishra@upes.ac.in Mr. Jain Rawal, Senior Director, Legal, 8332909838, jain.rawal@upes.ac.in Mr. Ravi S Kumar, Director, Human Resource, 9888358695, rskumar@upes.ac.in Ms. Soma Kanava, Deputy Chief Proctor, Proctor Office, 8178219199, soma.kanava@upes.ac.in
One NGO Member	Ms. Jyoti Bahuguna, Quadrangle Consulting, Founder and Managing Partner, 9839071537, jyoti@quadrangleconsulting.com

Note: Three students, if the matter involves students, who shall be enrolled at the Undergraduate, Master's and research scholar levels respectively. Nominations of students may be updated on yearly basis.



ICC (PREVENTION, MONITORING AND GENDER SENSITIZATION)

Objectives

- Prevent discrimination and sexual harassment against women by promoting gender amity among students and employees.
 - ✓ By publicizing the policy through multimedia, posters, notices etc.
 - ✓ To plan and organize training workshops by outside experts for select groups.
 - ✓ To support structured gender sensitization sessions conducted by the UPES counselors for student and faculty/staff.
 - ✓ To organize gender sensitization focus groups among campus hostel students.
- To visit classrooms/ labs/ library/ girls hostels/ campus rounds to randomly ascertain the level of perceptions of safety amongst women. The observations and particulars be recorded.
- To carry out, crisis management and mediation whenever called upon, to do so.

- The committee will monitor adequacy of women safety measures like street lighting, traffic regulation etc. and recommend up gradations on as required basis.
- The committee will have women and student representatives from all the Colleges, who will act as Women Harassment Preventive Cells of respective Colleges.
- The Committee will also maintain coordination with Women Cell of Dehradun Police to uphold the policy on sexual harassment.

Action on receipt of Inputs

- On receipt of any kind of verbal, written or information about grievance or simmering discontent on account of harassment of any women, it will be reported to the Vice Chairperson at the earliest.
- Vice Chairperson will consult Chairperson and Member Secretary and decide if the case be handled as per OGRS or by the Preventive Committee or handed over to Complaint Redressal Committee. Case will then be progressed accordingly.

ICC (COMPLAINT REDRESSAL)

Objectives:

- Prevent discrimination and sexual harassment against women by promoting gender amity among students and employees.
- Deal with cases in a time bound manner as per provisions contained in the Act 2013, referred above.
- It will act to ensure support services to the victim complainant as also cessation of harassment.
- Examine and investigate all complaints of the UPES in accordance with detailed provisions laid down vide the abovementioned law.
- Recommend appropriate punitive action against the guilty party.
- All consultations and proceedings of ICC and identity of the victim will be kept strictly confidential as far as possible. To recommend action against the complainant in case the complaint is found to be false or malicious or evidence tendered is found to be false.

The aforementioned law has conferred the ICC, with the powers of summoning / enforcing attendance of witness, taking their deposition on oath and production of such documents / evidence as may be required.

DEFINITIONS

Sexual harassment means and includes the “unwelcome” sexually determined behavior “whether directly or by implication” and also;

- Demand or request for sexual favors;
 - Sexually colored or double meaning or unsavory remarks;
 - Showing pornography or other offensive or derogatory pictures, cartoons, pamphlets or sayings;
 - Other unwelcome physical, verbal or non verbal conduct of sexual nature.
 - Eve teasing, jokes causing or likely to cause awkwardness or embarrassment, innuendos and taunts;
 - Gender based insults and taunts;
 - Unwelcome sexual overtones in any manner: such as over telephone/ mobile/ social media (Facebook, Twitter, Whats Apps etc (repeated missed calls, obnoxious calls or sms /mms messages/ circulation of pictures / posting of videos. Even keeping of someone else's obscene picture in mobile/ computer / hard copy or any other device is prohibited.
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- Physical contact and advances, touching and brushing and brushing against any part of the body, including forcible physical touch or molestation of any kind;
 - Physical confinement against one's will or any other act likely to violate one's privacy.

(Authority - The Sexual Harrassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and UPES Policy against Sexual Harassment, under the Employee Welfare Scheme Version 1.1)

PROCEDURE FOR APPROACHING THE ICC

Any person feeling aggrieved of such offence by any employee or student of the UPES may complain in writing / by email to Member secretary, Convener or Chairperson. Confidential mail ID for the purpose is as follows;

dsafeedback@gmail.com

Student Grievance Redressal Committee

UPES has a student grievance redressal mechanism in accordance with the UGC (Grievance Redressal) Regulations 2018 and ensures the closure of all the complaints received within the time frame as per the regulations in exercise of the provision under Article 3.3.7(xvi) of the First Statutes of the University "Grievance Redressal Mechanism".

Email ID - grievanceredressal@ddn.upes.ac.in

Portal:

GRIEVANCE PORTAL

Student Name *	<input type="text" value="Enter Your Name"/>
Father's Name *	<input type="text" value="Enter Father Name"/>
Mobile Number *	<input type="text" value="Enter Mobile Number"/>
Email ID *	<input type="text" value="Enter Email Id"/>
Are you a Registered Student? *	<input type="radio"/> Yes <input type="radio"/> No
Subject of Query *	<input type="text" value="Enter Subject of Query"/>
Description of Query *	<input type="text"/>

[Portal](#)

Departmental Student Grievance Redressal Committee (DSGRC)

Whenever, there is a complaint pertaining to the Department, the Dean of the School will constitute the Grievance Redressal Departmental Committee as follow:

- Head of Department – Chair person
- Three Senior Faculty nominated by HoD
- A student representing the Department where the Grievance has occurred to be nominated, based on academic merit

The Departmental Committee will submit its report with recommendation to the Dean within 15 days from the date of receipt of the complaint

Institutional/University Level Student Grievance Redressal Committee (ISGRC)

- ✓ Where a complaint does not relate to any academic Department, School or Centre of a University, as the case may be, the matter shall be referred to this Committee.
- ✓ The quorum for the meetings of the ISGRC, including the Chairperson, but excluding the special invitee, shall be three.
- ✓ This Committee shall send its report with recommendations, if any, to the Vice Chancellor, along with a copy thereof to the aggrieved student, within a period of 15 working days from the date of receipt of the grievance.

Members

- Mr. Manish Madaan, Registrar
- Dr. Nishant Mishra, Dean Student Welfare
- Dr. Gurvinder Singh Virk, Dean SOE
- Dr. Vijay Kumar Singh, Dean

Special Invitees

- Student representative of the School to be nominated by the Vice Chancellor based on academic merit/excellence in Sports/performance in Co-curricular activities
- Representative from Department of Student Engagement & Experience - Convenor

UPES POLICY ON PREVENTION OF SEXUAL HARRASSMENT AGAINST WOMEN - SALIENT FEATURES

THE UPES is committed to provide safe working and academic environment to all girl students and its women employees. Salient aspects of the UPES rules and regulations covering prevention and redressal of sexual harassment complaints against women are given in the succeeding paragraphs.

UPES provisions have been framed in accordance with the existing law viz– The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

PoSH Training :

UPES conducts annual Prevention of Sexual Harassment (PoSH) training for all employees and members of the Internal Complaints Committee (ICC) through face-to-face sessions and online session. The training aims to create awareness about workplace conduct, educate participants on the provisions of the PoSH Act, and reinforce the organization’s commitment to a safe and respectful work environment. It also covers roles and responsibilities of employees and ICC members, reporting mechanisms, and redressal procedures. This training has been conducted every year.



ICC (PREVENTION, MONITORING AND GENDER SENSITIZATION)

The UPES Internal Complaints Committee (ICC) under the above Act stands constituted. The key members, (Screening Cell) who can be contacted by any aggrieved person, are as follows;

<https://upeswebsitecdn-prod-hphqfhc0b8h2ffhf.a02.azurefd.net/drupal-data/pdfs/ICC-2024.pdf>

OFFICE COMMUNICATION

Ref: UPES/NC/POSH-2024-25
Date: 01/10/2024

Subject: Constitution of Internal Complaints Committee under University Grants Commission (Prevention, prohibition and redressal of Sexual Harassment of Women employees and students in higher educational institutions) Regulations, 2015 - UPES, Dehradun Campuses.

For the period starting from 01st October 2024 to 30th September 2027, the "Internal Complaints Committee as per University Grants Commission (Prevention, prohibition and redressal of Sexual Harassment of Women employees and students in higher educational institutions) Regulations, 2015 for the UPES Campuses would have the following members:

Composition	Members
Chairperson	Dr. Shikha Dixit, Professor, 9719967103, shikha@ddn.upes.ac.in
Faculty Members (required 2 as per guidelines)	Dr. Nilanjani Banerjee, Associate Professor, 9638965656, banerjee@ddn.upes.ac.in
	Dr. Mihir Chugh, Associate Professor, 8755278090, michugh@ddn.upes.ac.in
Non-Teaching Members (required 2 as per guidelines)	Dr. Shikha Saxena, Associate Professor, 9650496176, shikha.saxena@ddn.upes.ac.in
	Dr. Nishant Mishra, Deans-Student Welfare, 9953799731, nishant.mishra@ddn.upes.ac.in
One NGO Member	Mr. Jatin Rawal, Senior Director, Legal, 8373908908, jatin.rawal@upes.ac.in
	Mr Ravi S Kumar, Director, Human Resource, 9868539009, ravi.kumar@upes.ac.in
	Ms. Sonal Katewa, Deputy Chief Proctor, Proctor Office, 8178219389, sonal.katewa@ddn.upes.ac.in
One NGO Member	Ms. Jyoti Babagana, Quadrangle Consulting, Founder and Managing Partner, 9810071537, jyoti@quadrangleconsulting.org

Note: Three students, if the matter involves students, who shall be enrolled at the Undergraduate, Master's and research scholar levels respectively. Nominations of students may be updated on yearly basis.



OFFICE COMMUNICATION

Ref. UPES/VC/POSH-2024-25
Date: 01/10/2024

Under Graduation level: Name: Pratiksha Bhargava Course: B.Tech.-CSE Year: 3 rd Year SAP ID: 500105543 Contact No: 7452048151 Email ID: pratiksha.105543@stu.upes.ac.in	Post-Graduation level: Name: Jatin Gupta Course: MBA-LSOM Year: 2 nd Year SAP ID: 500123647 Contact No: 7042677430 Email ID: jatin.123647@stu.upes.ac.in	PhD. Scholar Name: Anshu Singh Course: PhD. Scholar SAP ID: 500099840 Contact No: 9554670975 Email ID: 500099840@stu.upes.ac.in
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The ICC will ensure the following at workplace:

- Development and implementation of policy - In letter and spirit - on sexual harassment, thereby ensuring an environment free of any kind of gender-based discrimination;
- Awareness on sexual harassment in its various forms;
- Creation of a secure physical and social environment to deter any act of sexual harassment.
- Evolution of a permanent mechanism for the prevention and redressal of sexual harassment cases and other acts of gender-based discrimination

Approved By

 Ravi Sharma
 Vice Chancellor

Energy Area: Sikul Vihar, Meerut, Dehradun-248007 (Uttarakhand), India T: +91 135271813, 2079025/SAP/ , 2716201,9997799474 F: +91 1352716090/95
 Knowledge Area: Kandi Vihar, Meerut, Dehradun - 248-007 (Uttarakhand), India T: +91 8177979201/2/3, 7504111775

ADVANCED ENGINEERING | COMPUTER SCIENCE | DESIGN | BUSINESS | LAW | HEALTH SCIENCES AND TECHNOLOGY | LIBERAL STUDIES

Objectives

- Prevent discrimination and sexual harassment against women by promoting gender amity among students and employees.
- To visit classrooms/ labs/ library/ girls hostels/ campus rounds to randomly ascertain the level of perceptions of safety amongst women. The observations and particulars be recorded.
- To carry out, crisis management and mediation whenever called upon, to do so.
- The committee will monitor adequacy of women safety measures like street lighting, traffic regulation etc. and recommend up gradations on as required basis.
- The committee will have women and student representatives from all the Colleges, who will act as Women Harassment Preventive Cells of respective Colleges.
- The Committee will also maintain coordination with Women Cell of Dehradun Police to uphold the policy on sexual harassment.

Action on receipt of Inputs

- On receipt of any kind of verbal, written or information about grievance or simmering discontent on account of harassment of any women, it will be reported to the Vice Chairperson at the earliest.
- Vice Chairperson will consult Chairperson and Member Secretary and decide if the case be handled as per OGRS or by the Preventive Committee or handed over to Complaint Redressal Committee. Case will then be progressed accordingly.

Composition

The Prevention, Monitoring and Gender Sensitization Committee will be constituted as follows;

- Two women faculty from each College and one woman officer from HR department.

- Two girl students each from each of the College.

- Ex Officio Appointments;

} Director IA- Chairperson

} DSA- Vice Chairperson

} Deputy Proctor- Member Secretary

} College Shadow Proctors- Members

Tenure of members will be for one year.

Vice Chancellor will nominate the Committee at the commencement of academic session, on the recommendation of Chairperson and Vice Chairperson.

ICC (COMPLAINT REDRESSAL)

Objectives:

- Prevent discrimination and sexual harassment against women by promoting gender amity among students and employees.
- Deal with cases in a time bound manner as per provisions contained in the Act 2013, referred above.
- It will act to ensure support services to the victim complainant as also cessation of harassment.
- Examine and investigate all complaints of the UPES in accordance with detailed provisions laid down vide the abovementioned law.
- Recommend appropriate punitive action against the guilty party.
- All consultations and proceedings of ICC and identity of the victim will be kept strictly confidential as far as possible. To recommend action against the complainant in case the complaint is found to be false or malicious or evidence tendered is found to be false.

The aforementioned law has conferred the ICC, with the powers of summoning / enforcing attendance of witness, taking their deposition on oath and production of such documents / evidence as may be required.

PROCEDURE FOR APPROACHING THE ICC

Any person feeling aggrieved of such offence by any employee or student of the UPES may complain in writing / by email to Member secretary, Convener or Chairperson. Confidential mail ID for the purpose is as follows; dsafeedback@gmail.com

Prevention of Sexual Harassment at Workplace Policy

https://upeswebsitecdn-prod-hphqfhc0b8h2ffhf.a02.azurefd.net/drupal-data/2024-10/UPES_PoE_04_oct_2023_1.pdf



- 1 Objective**
- 1.1 UPES is committed to provide a healthy, safe and work conducive environment that enables employees and students to work/ study without fear of prejudice, gender bias and any form of Sexual Harassment. Our endeavor is to ensure that every employee and student is treated with dignity and respect, and is provided with equal opportunities to professional growth, as per the guidelines of the sexual harassment of women at workplace (prevention, prohibition and redressal act, 2013)
- 1.2 UPES aims to adopt zero tolerance attitudes against any kind of sexual harassment or discrimination caused by any employee during the tenure at UPES towards any other person being an employee, student, contract, client, vendor, contractor, third party, trainee, and apprentice in office premises or elsewhere in India or Abroad.
- 1.3 In compliance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 [hereinafter referred to as "The Act"], Policy on Prevention of Sexual Harassment at Workplace has been formulated to prohibit and prevent any act of sexual harassment at workplace and to provide a mechanism for effective redressal of concerns pertaining to sexual harassment.
- 2 Applicability**
- 2.1 The policy is applicable to all the employees of UPES, irrespective of their gender. Definition of "employees" includes all persons hired by UPES on full-time, part-time, contract, retainerhip, visiting, training and apprenticeship basis, either directly or through an agent, whether for remuneration or not, working on a voluntary basis or otherwise, whether the terms of employment are express or implied, and includes students, faculty, staff, employees of service providers/ contractors/ any other third party and business associate at UPES's workplace, as defined under this policy.
- 2.2 In case of a Sexual Harassment that may be reported to UPES or which UPES may come to know on its own course, which involves a contractor or contractor's employees], UPES shall be empowered to take action against the contractor or contractor's employees], including but not limited to severance of the relationship between the contractor and UPES, as may deem to be fit and proper by UPES.
- 3 Definitions**
- 3.1 Sexual Harassment
- 3.1.1 Sexual harassment is defined as any one or more of the following unwelcome acts, gestures or behavior (whether directly or by implication), namely -
 - i. Physical contact and advances, including but not limited to, touching, brushing against the body, leering, staring, stalking
 - ii. Demand or request for sexual favors
 - iii. Making sexually colored remarks whether oral or written, including but not limited to, comments about an individual's body or appearance or attire which are beyond mere courtesy, sexual epithets, indecent jokes, sexually suggestive or insulting comments, innuendos, whistling
 - iv. Showing or sharing pornography or any other objectionable/ offensive material in any form, such as emails, letters, messages, videos, photographs, etc.
 - v. Any other unwelcome physical, verbal or non-verbal conduct or gestures of sexual nature
- 3.1.2 Further, the occurrence or presence of following circumstances, among other circumstances, in relation to any sexually determined act or behavior may amount to Sexual Harassment -
 - i. Implied or explicit promise of preferential treatment in the employment; or
 - ii. Implied or explicit threat of detrimental treatment in the employment; or
 - iii. Implied or explicit threat about the present or future employment status; or
 - iv. Interference with the employee's work, or creating an intimidating or offensive or hostile work environment; or
 - v. Humiliating treatment likely to affect the employee's health or safety
- 3.1.3 Employees at UPES must not engage in conduct amounting to sexual harassment and / or altering an employee's terms or conditions of employment based on his/ her refusal to submit to such conduct. The organization strictly prohibits its employees from implying or suggesting that an applicant or another employee's submission to sexual advances or participation in such sexual conduct is a condition of continued employment or receipt of any job benefit (including job assignment, compensation advancement, career development, or any other term or condition of employment).