



DON BOSCO INSTITUTE OF TECHNOLOGY

[ENGINEERING COLLEGE]

(Approved by AICTE & Affiliated to University of Mumbai)

GENDER POLICY

DBIT is committed to encouraging equality and diversity among our staff and students and eliminating any form of discrimination. We aim to make our staff and student community truly representative of all sections of society and for each student and staff to feel respected and able to give their best.

The purpose of the policy is to :

- Provide equality, fairness and respect for all students on campus and for all staff in our employment whether full time, temporary or part time.
- Not unlawfully discriminate on the basis of gender, gender reassignment, sexual orientation, marriage and civil partnership, pregnancy and maternity.
- Oppose and avoid all forms of unlawful discrimination. This includes in pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave, requests for flexible working, promotion, training or other.
- Strengthen gender sensitivity and guide the institute toward an enabling environment within DBIT for men and women, boys and girls.

The organisation commits to:

- Encourage equality and diversity in the workplace as these are good practices.
- Create a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued.
- Training all students and staff about their rights and responsibilities under the equality policy. Responsibilities include staff conducting themselves to help the organisation provide equal opportunities in employment and prevent bullying, harassment, victimisation and unlawful discrimination.
- Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow students and staff, visitors, the public and any others in the course of the institute's work activities. All staff should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees,



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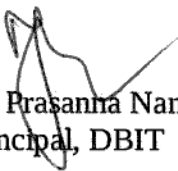
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customers, suppliers and the public. Such acts will be dealt with as misconduct under the organisation's grievance and/or disciplinary procedures, and any appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.

- Create awareness amongst students and staff of the various legal provisions of sexual harassment act. Sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations.
- Establish Internal Complaints Committee and Grievance Redressal Cells and ensure that they function effectively and within given time frame to create a safe working environment.
- Make opportunities for training, development and progress available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation.
- Review employment practices and procedures when necessary to ensure fairness and also update them and the policy to take account of changes in the law.
- Monitor the make-up of the workforce regarding information such as gender and sexual orientation in encouraging equality and diversity and in meeting the aims and commitments set out in the equality policy. Monitoring will also include assessing how the equality policy, and any sporting action plan, are working in practice, reviewing them annually, and considering and taking action to address any issues
- Strongly oppose any form of gender stereotyping and passing remarks which are derogatory and condescending.
- Conduct training on gender sensitization and workplace conduct in a diverse environment as well as on responsible use of social media on gender related posts.
- Promote leadership and enterprise amongst women and girls on campus and provide them with opportunities to lead and handle responsibilities.
- Maintain statistics on gender ratios and strive to maintain a gender balance.

Prepared by :


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