



PATLIPUTRA COLLEGE OF NURSING

Affiliated to : Aryabhatta Knowledge University | Bihar University of Health Sciences
Registered with - Bihar Nurses Registration Council (Govt. of Bihar)
Recognized by : Health Dept. Govt. of Bihar
Approved by : Indian Nursing Council (Govt. of India)
Khemnichak, Subhash Nagar, Patna - 800027 (Bihar)
Email Id : patliputranursing@gmail.com, Website : www.patliputraanmandgmn.com

Ref : PCN/750-1/25

Date : 08/10/25

GENDER HARASSMENT COMMITTEE

1. Introduction

The Sexual Harassment Committee/Internal Complaints Committee (ICC) of [Name of Institution] was constituted to ensure a safe, dignified, and harassment-free environment for all students, teaching staff, non-teaching staff, and other members of the institution.

The Committee works towards prevention, prohibition, and redressal of complaints relating to sexual harassment and promotes awareness regarding the rights and responsibilities of members of the institution.

2. Objectives of the Committee

The major objectives of the Committee are:

- To prevent sexual harassment within the institution.
- To provide a safe and supportive environment to all members.
- To create awareness about sexual harassment and appropriate mechanisms for reporting it.
- To receive and address complaints in a fair, confidential, and timely manner.
- To organize awareness programmes, workshops, and sensitization activities.
- To ensure compliance with applicable laws, rules, and institutional policies.

3. Composition of the Committee

S.No	Name	Designation	Role of committee	Mobile No
1	Mrs. Shubha Verma	Vice-Principal	Chairperson	6204372610
2	Mr. Anil Kumar	Administrator	Member	9472272002
3	Mrs. Sunita Kumari	Head clerk	Member	9334179930
4	Mrs. Madhu kumari	Warden (Hostel)	External Member	8709926695
5	Mrs. Princy Mandal	Principal (PINPMS)	External Member	7406102410
6	Mrs. Tanuja Kumari	Nursing Tutor	Member Secretary	9304951418
7	Ms. Kajal Kumari	Student	Alumni	
8	Ms. Divya kumari	Student	Current Student	

4. Activities Conducted During the Year

During the reporting period, the Committee undertook the following activities:

1. Awareness and sensitization programmes were organized for students and employees.
2. Information regarding prevention and redressal of sexual harassment was circulated/displayed on the institutional notice board and other appropriate platforms.
3. Students and staff were informed about the procedure for submitting complaints.
4. The Committee reviewed the existing mechanisms and institutional arrangements for prevention of sexual harassment.
5. Meetings of the Committee were conducted periodically to review awareness activities and related matters.

5. Complaints Received and Disposed

During the reporting period:

- Number of complaints received: Nill
- Number of complaints disposed of: Nill
- Number of complaints pending: Nill
- Number of complaints withdrawn: Nill
- Number of awareness programmes conducted: Nill

All complaints, if any, were dealt with in accordance with the applicable rules and procedures while maintaining confidentiality and providing an opportunity for all concerned parties to be heard.

6. Awareness and Sensitization

The Committee emphasizes prevention through education and awareness. Members of the institution were sensitized regarding:

- Appropriate workplace/institutional conduct.
- Prevention of sexual harassment.
- Rights and responsibilities of students and employees.
- Complaint and redressal procedures.
- Respect, dignity, equality, and gender sensitivity.

7. Recommendations

The Committee recommends that the institution:

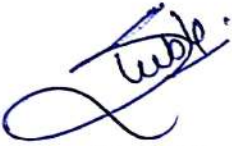
- Continue conducting regular awareness and sensitization programmes.
- Display relevant information regarding the Committee and complaint mechanism prominently.
- Ensure that students and employees know how and where to report concerns.
- Maintain confidentiality in handling complaints.
- Periodically review the effectiveness of the existing prevention and redressal mechanisms.
- Encourage a culture of dignity, respect, equality, and zero tolerance towards sexual harassment.

8. Conclusion

The Sexual Harassment Committee remains committed to maintaining a safe, respectful, and inclusive environment within the institution. The Committee will continue to undertake preventive, awareness, and redressal measures and will work towards ensuring that every member of the institution can study and work with dignity and without fear of sexual harassment.

Date: 08/10/2025

Place: Patliputra College of Nursing, Patna



Signature of Presiding Officer/Chairperson





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Ref. : PCN/758-1/

Date : 15.10.2025

GENDER HARASSMENT COMMITTEE

MINUTES OF THE MEETING

A meeting of the Gender Harassment Committee of Patliputra College of Nursing was convened under the chairpersonship of Chairperson, Gender Harassment Committee.

The meeting was primarily convened to discuss measures for creating awareness among students and employees regarding respectful behaviour, prevention of harassment, responsible use of digital communication platforms, and maintenance of a safe and inclusive institutional environment.

AGENDA OF THE MEETING

1. Creating awareness regarding respectful and appropriate behaviour within the campus.
2. Prevention of verbal, physical and online harassment.
3. Responsible use of social media and electronic communication.
4. Awareness regarding privacy, dignity and personal boundaries.
5. Strengthening communication between students and the Committee.
6. Organising student sensitisation and awareness activities.
7. Any other matter with the permission of the Chairperson.

DISCUSSION AND DELIBERATIONS

1. Campus Behaviour and Mutual Respect

The Chairperson initiated the discussion by emphasising that every student and employee has a responsibility to maintain a professional and respectful atmosphere within the Institution.

The members discussed the importance of maintaining appropriate behaviour in classrooms, laboratories, hostels, common areas, transport facilities and during institutional events and activities.



It was agreed that students should be encouraged to respect the personal space, dignity and privacy of others and to avoid conduct that may cause discomfort, intimidation or humiliation.

2. Prevention of Online and Digital Harassment

The Committee discussed the increasing use of social media, messaging applications and other digital communication platforms by students and employees.

The members emphasised the importance of responsible digital communication and advised that personal photographs, videos, messages or other private information of any individual should not be shared, circulated or published without appropriate consent.

The Committee decided to include digital safety and responsible social media use as part of future awareness programmes.

3. Awareness Regarding Personal Boundaries

The Committee discussed the importance of educating students about personal boundaries and appropriate communication.

It was decided that orientation and awareness sessions should include practical guidance regarding:

- respectful communication;
- appropriate interaction between students and staff;
- respecting personal space and privacy;
- recognising inappropriate behaviour;
- seeking assistance when a student feels uncomfortable or unsafe; and
- reporting concerns through the appropriate institutional mechanism.

4. Awareness Among New Students

The Committee decided that a brief orientation regarding the functions of the Gender Harassment Committee should be incorporated into the induction/orientation programme for newly admitted students.

Students should be informed about the identity and contact details of the designated Committee members and the procedure for approaching the Committee.

5. Awareness Material

The Committee recommended preparation and display of suitable awareness material at prominent locations on the campus.

The material may include information regarding:

- respectful conduct;

- prevention of harassment;
- responsible digital behaviour;
- available complaint channels; and
- contact details of the Committee.

6. Student Interaction and Feedback

The members discussed the need to provide students with an accessible channel for raising concerns or seeking guidance.

It was decided that periodic interaction sessions may be organised between Committee members and students so that students can communicate their concerns in an appropriate and supportive environment.

The Committee also recommended obtaining general feedback from students regarding the effectiveness of awareness and preventive measures.

CONCLUSION

The Chairperson thanked all the members for their participation and valuable suggestions. The Committee reiterated its commitment to promoting a safe, respectful and dignified environment within the Institution and to undertaking appropriate preventive and awareness measures.

There being no other matter for discussion, the meeting concluded with a vote of thanks to the Chairperson.



Chairperson
Gender Harassment Committee
Patliputra College of Nursing





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Ref. : PCN/72-1/26

Date 24/01/26

GENDER HARASSMENT COMMITTEE

MINUTES OF THE MEETING

A meeting of the Gender Harassment Committee of Patliputra College of Nursing was held in the Conference Hall of the Institution under the chairpersonship of Chairperson, Gender Harassment Committee.

AGENDA

The following matters were placed before the Committee:

1. Review of the existing mechanism for prevention and redressal of gender harassment.
2. Review of complaints, if any, received during the relevant period.
3. Awareness and sensitisation of students and employees.
4. Display and dissemination of information relating to the Committee and complaint mechanism.
5. Prevention of inappropriate conduct and maintenance of a safe institutional environment.
6. Confidentiality and protection of the dignity of complainants.
7. Organisation of awareness programmes/workshops.
8. Any other matter with the permission of the Chairperson.

PROCEEDINGS OF THE MEETING

Item No. 1: Review of the Existing Mechanism

The Committee reviewed the existing institutional mechanism for prevention and redressal of complaints relating to gender harassment. The members observed that an effective and accessible mechanism should be available to students, teaching staff, non-teaching staff and other persons associated with the Institution.

The Committee emphasised that all members of the Institution should be made aware of the procedure for approaching the Committee in case of any incident or concern relating to harassment or inappropriate conduct.

Item No. 2: Review of Complaints

The Committee reviewed the complaint register and other relevant records maintained by the Institution.

It was noted that no complaint relating to gender harassment had been received during the period under review.

The Committee decided that the complaint register shall continue to be maintained properly and shall be placed before the Committee periodically for review.

Item No. 3: Awareness and Sensitisation Programme

The Committee discussed the importance of creating awareness among students and employees regarding respectful behaviour, gender sensitivity, prevention of harassment and the available institutional mechanism for reporting grievances.

It was decided that suitable awareness and sensitisation programmes, lectures, workshops and orientation sessions should be organised periodically for students, faculty members and non-teaching staff.

The Committee further recommended that awareness material may be circulated through notices, institutional communication channels and other appropriate means.

Item No. 4: Display of Information

The Committee discussed the need for prominent display of information relating to the Gender Harassment Committee, including the names/designations of its members and the procedure for submitting a complaint.

It was resolved that relevant information shall be displayed at appropriate places within the campus so that students and employees can easily access the same.

Item No. 5: Safe and Respectful Institutional Environment

The Committee emphasised that the Institution should maintain an environment based on mutual respect, dignity, equality and professional conduct.

All students and employees shall be encouraged to maintain appropriate behaviour within the campus and during institutional activities.

The Committee further emphasised that any conduct amounting to harassment, intimidation, unwelcome behaviour or violation of the dignity of any person should be appropriately addressed in accordance with applicable law and institutional rules.

Item No. 6: Confidentiality and Due Process

The Committee discussed the importance of maintaining confidentiality in matters relating to complaints.

It was resolved that complaints, statements, records and proceedings relating to any matter shall be handled with due care and confidentiality, subject to applicable legal and regulatory requirements.

The Committee further resolved that all matters shall be considered objectively and that the concerned persons shall be given appropriate opportunity to present their case in accordance with the applicable procedure.

CLOSURE OF THE MEETING

There being no other matter to discuss, the meeting concluded with a vote of thanks to the Chairperson and all members present.

The proceedings were recorded and placed before the Chairperson for confirmation.



Chairperson

Gender Harassment Committee
Patliputra College of Nursing





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Ref. : PCN/170-1/26

Date : 24/04/26

GENDER HARASSMENT COMMITTEE

MINUTES OF THE MEETING

A meeting of the Gender Harassment Committee was convened at Conference Hall under the chairpersonship of Chairperson, Gender Harassment Committee, to review matters relating to prevention, prohibition and redressal of gender-based harassment and to ensure a safe, dignified and conducive environment for all students, teaching and non-teaching staff of the Institution.

Agenda of the Meeting

The following agenda items were placed before the Committee for discussion:

1. To review the measures adopted by the Institution for prevention of gender-based harassment.
2. To review awareness and sensitisation activities conducted for students and employees.
3. To review the mechanism available for receiving and addressing complaints relating to harassment.
4. To ensure confidentiality and protection of the dignity of complainants and other persons involved in any complaint.
5. To discuss the requirement for further awareness programmes, workshops and sensitisation sessions.
6. To consider any complaint or matter placed before the Committee, if any.
7. To discuss any other matter with the permission of the Chairperson.

Proceedings and Discussions

The Chairperson welcomed all the members and briefed the Committee regarding the importance of maintaining a safe, respectful and harassment-free environment within the Institution.

The Committee reviewed the existing institutional mechanism for prevention and redressal of complaints relating to gender harassment. The members emphasised that

all students, faculty members and non-teaching staff should be made aware of the appropriate channels for reporting any incident of harassment or inappropriate conduct.

The Committee further discussed the need to conduct periodic awareness and sensitisation programmes for students and employees. It was decided that appropriate awareness material, notices and information regarding the complaint mechanism should be displayed at prominent locations within the campus and, wherever appropriate, circulated through institutional communication channels.

The Committee also reiterated that any complaint received shall be dealt with in accordance with the applicable laws, rules, regulations and institutional policies, while maintaining

Complaints

The Committee was informed that:

No complaint relating to gender harassment was received by the Committee during the period under review.

Any Other Matter

No other matter was raised for discussion.

Vote of Thanks

There being no other matter for discussion, the meeting concluded with a vote of thanks to the Chairperson and all members present.



Chairperson

Gender Harassment Committee

Patliputra College of Nursing





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Ref: PCN/B62-1/26

Date: 17.07.26

GENDER HARASSMENT COMMITTEE

MINUTES OF THE MEETING

A meeting of the Gender Harassment Committee was held in the Conference Hall under the chairpersonship of, Chairperson, Gender Harassment Committee.

The meeting was convened to review the functioning of the Committee, examine the complaint records maintained by the Institution, assess the preventive and awareness measures undertaken during the period under review, and discuss further steps for maintaining a safe, respectful and dignified environment for all students and employees.

Gender Harassment Committee.

The meeting was convened to review the functioning of the Committee, examine the complaint records maintained by the Institution, assess the preventive and awareness measures undertaken during the period under review, and discuss further steps for maintaining a safe, respectful and dignified environment for all students and employees.

AGENDA OF THE MEETING

1. Review of the functioning of the Gender Harassment Committee.
2. Review of the complaint register for the period under consideration.
3. Status of complaints received and action taken, if any.
4. Review of awareness and sensitisation activities.
5. Review of the accessibility of the complaint mechanism.
6. Discussion on further preventive measures.
7. Any other matter with the permission of the Chairperson.

PROCEEDINGS

1. Review of Committee Functioning

The Chairperson welcomed the members and briefed them regarding the role and responsibilities of the Gender Harassment Committee in promoting a safe and respectful environment within the Institution.

The Committee reviewed the preventive measures and awareness activities undertaken during the relevant period and discussed the need for their continued implementation.

2. Review of Complaint Register

The Committee examined the Gender Harassment Complaint Register maintained by the Institution.

After reviewing the records placed before it, the Committee noted that no complaint relating to gender harassment had been received during the period under review.

Accordingly, the Committee recorded that:

Total number of complaints received: NIL

Total number of complaints pending: NIL

Total number of complaints disposed of: NIL

The Committee further noted that no complaint or grievance requiring consideration by the Committee was pending as on the date of the meeting.

3. Awareness and Preventive Measures

The Committee discussed the importance of continuing preventive measures even in the absence of complaints.

The members agreed that students, faculty members and non-teaching staff should remain aware of appropriate standards of conduct and the mechanism available for reporting any concern.

The Committee recommended that awareness regarding respectful behaviour, personal dignity, privacy, professional conduct and prevention of harassment should continue to form part of appropriate orientation and sensitisation programmes.

4. Accessibility of Complaint Mechanism

The Committee reviewed the availability of information regarding the complaint mechanism.

It was decided that the names and contact details of the Committee members, wherever required, should remain updated and accessible to students and employees.

The Committee also recommended that information regarding the procedure for approaching the Committee should be appropriately displayed at prominent locations within the Institution.

5. Confidentiality and Record Maintenance

The Committee emphasised the importance of maintaining proper records relating to complaints, meetings, awareness programmes and other preventive activities.

The Member Secretary was advised to ensure that the relevant registers and records are updated periodically and maintained securely.

STATUS OF COMPLAINTS

Particulars	Status
Complaints received during the period	NIL
Complaints pending	NIL
Complaints disposed of	NIL
Complaints under consideration	NIL

CONCLUSION

The Committee noted with satisfaction that no complaint relating to gender harassment had been received during the period under review. The members nevertheless emphasised that continued awareness, preventive measures and an accessible complaint mechanism are necessary to maintain a safe and respectful institutional environment.

The Chairperson thanked all members for their participation and valuable suggestions.

There being no other matter for discussion, the meeting concluded with a vote of thanks to the Chairperson.



Chairperson

Gender Harassment Committee

Patliputra College of Nursing

