



DUM DUM MOTIJHEEL RABINDRA MAHAVIDYALAYA

Regd. u/s 2(f) and 12B of the U.G.C. Act., NAAC Accredited

[Affiliated to West Bengal State University]

208/B/2, Dum Dum Road, Kolkata 700074

E-mail: ddmrm2020@gmail.com

ISO 9001:2015, ISO 14001:2015 and ISO 50001:2018 Certified Institution



Women's Cell

Functions of the Women's Cell (Vishakha Committee)

- **Raising Awareness:**

The cell organizes workshops, awareness programs, and orientation sessions to sensitize students, staff, and faculty on gender equality, sexual harassment prevention, and relevant legislation like the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

- **Creating a Safe Environment:**

The cell works to create a campus environment free from sexual harassment and gender discrimination by promoting gender sensitivity, fostering a culture of respect, and implementing measures to prevent such incidents.

- **Grievance Redressal:**

The cell provides a platform for women to report and seek redressal for any incidents of sexual harassment or gender discrimination they may have experienced.

- **Providing Advice and Support:**

The cell offers guidance and support to women who have experienced harassment, informing them about available legal options and counselling services.

- **Monitoring and Reporting:**

The cell monitors the campus environment for potential harassment incidents and reports them to the relevant authorities, recommending necessary actions.

- **Suggesting Improvements:**

The cell suggests measures for improving the safety and security of women on campus, including better lighting, security personnel, and transportation options.

- **Empowering Women:**

The cell organizes events and initiatives to empower women, such as workshops on leadership, decision-making, and self-sufficiency.



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• Ensuring Compliance:

The cell ensures that the institution adheres to the Vishakha Guidelines and relevant legislation regarding the prevention of sexual harassment at the workplace.

Facilities of the Cell

1. Meeting room for the committee members to conduct meetings.
2. Having sufficient no. of chairs and space to discuss / conduct the committee meetings.

Committee composition

The composition of committee comprises

1. HOI as Chairperson
2. One senior faculty member as convener.
3. Four faculty members from different cadres.
4. One student member

Committee Members

S.No	Name	Position
1.	Prof. (Dr.) Arijit Saha	Chairperson
2.	Dr. Sabitri Dutta	Convener
3.	Smt. Swatilekha Halder	Member
4.	Smt. Sangita Bhattacharya	Member
5.	Smt. Dipasree Roy	Member
6.	Dr. Moumita Banerjee	Member
7.	Student Member	Member



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Roles and Responsibilities

The Women's Cell coordinator's roles and responsibilities revolve around promoting gender equality, ensuring a safe environment, and empowering women within the institution. This includes organizing awareness programs, addressing complaints, providing counselling, and advocating for women's rights and welfare.

Key Responsibilities:

- **Sensitization and Awareness:**
 - Organizing workshops and programs on gender equality, sexual harassment prevention, and women's rights.
 - Creating awareness about gender sensitivity and respectful behaviour within the institution.
- **Safe and Supportive Environment:**
 - Addressing complaints and providing support to women who have experienced gender-related issues.
 - Suggesting measures for a safe working environment and deterring any form of harassment or discrimination.
- **Empowerment and Welfare:**
 - Providing counselling and support to women facing personal or academic challenges.
 - Offering advice on available courses of action to an aggrieved woman.
 - Promoting women's participation in leadership roles and fostering a culture of respect.
- **Legal and Institutional Knowledge:**
 - Ensuring awareness of relevant laws, such as the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013.
 - Reporting to the relevant authorities as needed.



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- **Reporting and Coordination:**

- Preparing and submitting reports on the cell's activities and recommendations.
- Coordinating with other departments and stakeholders to implement initiatives and address issues.

Year Planner

S.No.	Program Details	Date
1.	Introduction of Self-Defense Course for girl child	December 2024
2.	Celebration of Women's Day	March 2025
3.	Mental Health Awareness Program	June 2025