

XAVIER UNIVERSITY, PATNA

POLICY ON DRUG/ SUBSTANCE ABUSE AND SEXUAL HARASSMENT

1. Introduction

Xavier University Patna is committed to providing a safe, respectful, and inclusive environment for all its students, faculty, and staff. This policy outlines the university's stance on drug/substance abuse and sexual harassment, emphasizing the importance of maintaining a healthy and respectful campus community. The policy is designed to prevent and address these issues through education, awareness, and strict enforcement of regulations.

2. Scope

This policy applies to all students, faculty, staff, and visitors of Xavier University Patna. It covers all university premises, including classrooms, dormitories, administrative offices, and any other facilities owned or operated by the university. The policy also extends to university-sponsored events and activities, regardless of their location.

3. Objectives

- 3.1 To prevent and address drug/substance abuse and sexual harassment on campus.
- 3.2 To promote a culture of respect, inclusivity, and safety.
- 3.3 To ensure that all members of the university community are aware of the policies and procedures related to drug/substance abuse and sexual harassment.
- 3.4 To provide support and resources to victims of drug/substance abuse and sexual harassment.
- 3.5 To enforce strict disciplinary actions against those who violate the policy.

4. Policy on Drug/ Substance Abuse

Drug/substance abuse refers to the use or improper use of drugs or certain chemicals without medical regulations or not according to indications, resulting in

various physical, psychological, and social dysfunctions. It is often characterized by the urge to obtain and consume a substance regardless of the negative consequences.

4.1 Prohibition: The purchase, possession, use, consumption, sale, distribution, or storage of any alcoholic beverage, controlled substance, or illegal drug is strictly prohibited on campus.

4.2 Anti-Narcotic Cell: The university functions as an Anti-Narcotic Cell, which works in close contact with the Excise and Police departments of the state government. The cell is expected to arrange effective programs such as conducting seminars, poster campaigns, rallies, and awareness-building activities against the use of tobacco and drugs.

4.3 NCC & NSS Units: The NCC and NSS units of the university are actively involved in supporting the Anti-Narcotic Cell to promote awareness and prevent drug/substance abuse.

5. Policy on Sexual Harassment

Sexual harassment means any unwanted conduct with sexual undertones if it occurs or which is persistent and which demeans, humiliates, or creates a hostile and intimidating environment or is calculated to induce submission by actual or threatened adverse consequences. It includes any one or more of the following unwelcome acts or behaviour:

5.1 Physical Contact & Advances

5.2 Demand or Request of Sexual Favors

5.3 Making Sexually Coloured Remarks

5.4 Showing Pornography

5.5 Any Unwelcome Physical, Verbal, or Non-Verbal Conduct of Sexual Nature

Under the Act, the following also count as sexual harassment:

5.6 Implied or explicit promise of preferential treatment in employment.

5.7 Implied or explicit threat of detrimental treatment in employment.

5.8 Implied or explicit threat about present or future employment status.

5.9 Interference with work or creating an intimidating or offensive work environment.

5.10 Humiliating treatment likely to affect health or safety.

6. Punishments Concerned

Depending upon the severity of the case, punitive action may take any of the following forms:

6.1 Warning

6.2 Written apology

6.3 Bond of good behaviour

6.4 Adverse remark in the Confidential Report

6.5 Stopping of increments/promotion

6.6 Suspension

6.7 Dismissal

6.8 Any other relevant actions

7. Internal Complaints Committee (ICC)

In pursuance of UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Education Institutions) Regulations, 2015, read with Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, an Internal Complaints Committee (ICC) of the university has been constituted to deal with complaints relating to sexual harassment at the workplace.

7.1 Role of ICC: The ICC is expected to promote a safe and respectful work environment for everyone. Any female employee (faculty member, student, or non-teaching staff member) of the university can seek Redressal from the ICC.

7.2 Anti-Sexual Harassment Cell: The Anti-Sexual Harassment Cell/ICC of the university functions to eradicate any kind of sexual abuse. The said Committee and the Cell shall follow the guidelines and directions prescribed in the Handbook on Sexual Harassment against Women at Workplace (Prevention,

Prohibition and Redressal) Act, 2013 published by the Ministry of Women and Child Development, Government of India.

7.3 Procedure: On receipt of a complaint, the ICC shall conduct a preliminary enquiry to ascertain the truth of the allegations by collecting documentary evidence and recording statements of any possible witnesses, including the complainant. The ICC shall then submit the preliminary enquiry report to the Principal, along with all the original documents adduced during the preliminary enquiry proceedings. The ICC shall comply with the procedure prescribed in the aforementioned UGC Regulations 2015 and the Sexual Harassment Act for inquiring into the complaint in a time-bound manner.

7.4 Punitive Actions: If the allegation against the respondent has been proved, the ICC shall recommend punitive actions to be taken against the respondent. If the ICC concludes that the allegations made were false or malicious, or the complaint was made knowing it to be untrue or forged, or misleading information has been provided during the inquiry, the complainant shall be liable to be punished as per the relevant provision of the aforementioned UGC Regulations 2015.

8. Commitments of the University in Prohibiting Ragging, Drug Abuse, & Sexual Harassment

8.1 Internal Complaints Procedure: The university shall establish an effective internal complaints procedure that ensures the process has clear timelines and is confidential, independent, and based on principles of natural justice.

8.2 Prohibition of Incidents: The university shall not permit or condone any reported incident of ragging, drug abuse, or sexual harassment in any form and will take all necessary measures to achieve the objective of eliminating such acts or deeds.

8.3 Disciplinary Actions: The university shall take action in accordance with prescribed regulations against those found guilty of drug abuse, ragging, sexual harassment, and/or abetting ragging, actively or passively, or being part of a conspiracy to promote the same.

8.4 Anti-Ragging Measures: The university shall make all possible ways to implement the policy of anti-ragging such as displaying banners, notifying on the website, and printing in the University Handbook/Calendar about various acts of ragging, the information on the anti-ragging committee, and contact

numbers of all authorities involved. If ragging becomes unmanageable or amounts to a cognizable offense, the same will be reported to the Police.

8.5 Anti-Ragging Affidavits: The university shall make it compulsory that applications for admission, enrolment, or registration must be accompanied by an Anti-Ragging affidavit signed by students and Parent/Guardian.

8.6 Support to Victims: The university shall make arrangements for appropriate psychological, emotional, and physical support (in the form of counselling, security, and other assistance) to the victim if so desired.

9. Procedure

The university has to take various precautions as per the UGC Norms and University regulations to prevent ragging, drug abuse, and sexual harassment. The Anti-Ragging Cell, Anti-Narcotic Cell, and Anti-Sexual Harassment Cell/ICC are to be functioned in the university so as to keep strict vigil and prevent unseemly incidents of concerned nature in the university premises.

9.1 Awareness Programs: All newly enrolled students should be made aware of the legal implications of ragging. Anti-ragging banners should be displayed at prominent places. Anti-ragging directives of the University, State Government, and Court of Law are expected to be timely displayed in the notice board and should be included in the University Handbook & Calendar.

9.2 Education and Training: Appropriate awareness classes on anti-ragging, drug abuse, and sexual harassment should be organized by the cells and clubs concerned.

9.3 Relevant Affidavits: Relevant affidavits by both students and parents are required to be collected at the time of admission.

10. Useful Documents/Notices

10.1 UGC / MHRD Notifications

10.2 Sexual Harassment Handbook

10.3 Sexual Harassment Electronic Box (<http://www.shebox.nic.in>)

11. Conclusion

Xavier University Patna is committed to fostering a safe, respectful, and inclusive environment for all its members. By adhering to this policy on drug/substance

abuse and sexual harassment, the university aims to ensure the well-being and dignity of every individual. The university encourages all members to report any incidents of drug/substance abuse or sexual harassment and to actively participate in the various awareness and prevention programs organized by the university.
