



PADMABHUSHAN VASANTRAODADA PATIL MAHAVIDYALAYA
KAVATHE MAHANKAL, Dist. Sangli (Maharashtra) Pin- 416 405
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Jr. College Index No. J 22.04.002

Criterion-5: Student Support and Progression

Key Indicator 5.1 Student Support

5.1.4 The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

Organization wide awareness and undertakings on policies with zero tolerance

Sr. No	Particulars
1	Grievance Redressal Policy
2	Zero Tolerance Policy on Sexual Harassment
3	Anti-Ragging Policy
4	Gender Policy




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GRIEVANCE REDRESSAL POLICY:

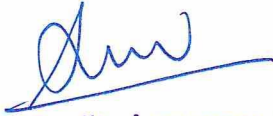
The Grievance Redressal Process of the college aims to ensure that students can raise concerns, complaints, or grievances fearlessly and receive a timely and effective resolution. The process involves the following steps:

- i. **Submission of Complaint:** Students can submit their complaints in writing or electronically through a designated grievance redressal portal or email address. It is important to assure students that their complaints will be treated with confidentiality and without any discrimination or retaliation.
- ii. **Acknowledgment of Complaint:** Upon receiving the complaint, the college's grievance redressal committee will acknowledge the receipt of the complaint within a specified timeframe. The acknowledgment should include the date, reference number, and an assurance that the committee will address the issue promptly.
- iii. **Investigation:** The committee will initiate an investigation into the complaint, ensuring that all relevant information and evidence are collected. This may involve interviewing the complainant, witnesses, and any other parties involved or affected by the issue.
- iv. **Hearing:** If necessary, the committee will provide an opportunity for the complainant to present their case orally or through any other means determined by the committee. The complainant may also be supported by a representative or advocate, if desired.
- v. **Deliberation and Decision-Making:** The committee will carefully consider all the information gathered during the investigation and hearing, and then deliberate on the findings. The committee will make a decision based on the merits of the case, applicable policies, rules, and regulations.
- vi. **Resolution and Action:** The committee will communicate its decision, along with the reasons for the decision, to the complainant and any other relevant parties. If the complaint is found to be valid, the committee will take appropriate action, which may include disciplinary measures, counselling, mediation, or any other necessary intervention to resolve the issue.
- vii. **Timelines:** Every effort should be made to ensure that the grievance redressal process is conducted in a timely manner. Clear timelines should be communicated to the complainant at each stage of the process, including the expected duration for each step.

viii. **Appeals:** The college will provide an opportunity for the complainant to appeal the decision if they are not satisfied. Guidelines for filing an appeal, including the timeline and the relevant authority to review the appeal, should be clearly outlined.

ix. **Follow-up and Feedback:** After the complaint has been resolved, the committee should follow up with the complainant to ensure their satisfaction with the resolution. Feedback on the grievance redressal process can also be gathered to continually improve the effectiveness and transparency of the process.

It is important to communicate the existence and details of the grievance redressal process to all students and ensure that it is easily accessible and understood by the college community. Additionally, regular training and sensitization should be conducted for committee members to ensure they have the necessary skills and knowledge to handle grievances effectively and sensitively.



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ZERO TOLERANCE POLICY ON SEXUAL HARASSMENT

Padmabhushan Vasanttraodada Patil Mahavidyalaya, Kavathe Mahankal is committed to providing a safe and inclusive environment for all members of the college community. Sexual harassment is a serious violation of an individual's rights, dignity, and well-being. It is our policy to maintain a zero-tolerance approach towards any form of sexual harassment.

Definition of Sexual Harassment:

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, or any other verbal, non-verbal, or physical conduct of a sexual nature. It encompasses both explicit actions, as well as subtle or implicit behavior that creates a hostile, intimidating, or offensive environment.

Reporting an Incident:

Any student who believes they have experienced or observed an incident of sexual harassment has the right to make a complaint. Complaints can be filed by completing a formal written report or through the designated grievance redressal on college website or directly through the college email address. Anonymous complaints will be investigated to the extent possible, but please note that it may limit the ability to take remedial action.

Confidentiality:

All complaints and reports of sexual harassment will be handled with the utmost confidentiality and sensitivity. The identity of the complainant, witnesses, and others involved will be protected to the extent possible, as permitted by law and the requirements of a thorough investigation.

Investigation Process:

Upon receipt of a complaint, [College Name] will initiate a prompt and impartial investigation. The investigation will be conducted by a dedicated committee consisting of trained members who are impartial and fair. During the investigation, all parties involved will be afforded the opportunity to present their side of the story, provide evidence, and identify witnesses, if any.

Disciplinary Action:

If sexual harassment is substantiated, appropriate disciplinary action will be taken against the accused, which may include but is not limited to:

1. Disciplinary warning or reprimand
2. Suspension or expulsion from the college

3. Termination of employment for employees

4. Legal action, if required

The severity of the disciplinary action will depend on the nature and gravity of the offense, as well as any prior instances of misconduct.

Support and Remedial Measures:

Our college is committed to providing support and assistance to victims of sexual harassment. We will offer counselling services, medical support, academic accommodations, and any necessary measures to ensure the well-being and safety of the complainant. It is essential to take immediate action to prevent further harm and provide a safe environment for everyone involved.

False Accusations:

Any complaint found to be intentionally false, malicious, or made in bad faith will be subject to disciplinary action, in accordance with college policies and guidelines.

Awareness and Education:

Our college takes a proactive approach to prevent gender and sexual harassment by implementing various programs to spread awareness and education among students. Here are some program names and descriptions that can be conducted

1. "Respect and Consent Workshop Series":

This workshop series aims to educate students about consent, boundaries, and healthy relationships. It covers topics such as recognizing and preventing sexual harassment, understanding the importance of communication and consent, and promoting respectful behavior.

2. "Bystander Intervention Training":

This program focuses on empowering students to intervene and prevent instances of gender and sexual harassment. It provides participants with the tools and strategies to safely intervene and support others who may be experiencing harassment or discrimination.

3. "Safe Space Ally Training":

This program trains students to become allies and create safe and inclusive spaces for individuals who identify as LGBTQ+. It addresses issues related to gender and sexual harassment and offers resources and support for LGBTQ+ students on campus.

4. "S.A.F.E. (Support, Awareness, Freedom, Empowerment) Week":

This week-long event includes a series of workshops, panel discussions, and awareness campaigns centred around creating a safe and inclusive campus environment. It covers topics such as consent, bystander intervention, and resources available for victims of sexual harassment.

5. "Guest Speaker Series on Gender and Sexuality":

This program invites experts, activists, and professionals to speak to students about the importance of gender and sexual equality, consent, respect, and creating a culture of inclusivity on campus.

6. "Peer Educators Program":

This program trains a select group of students to serve as peer educators who

promote awareness and education about gender and sexual harassment. These peer educators conduct workshops, engage in peer-to-peer discussions, and provide resources and support to their fellow students. These programs, among others, help college student foster a culture of respect, equality, and understanding on campus and ensure that students are knowledgeable and empowered to prevent gender and sexual harassment.

Conclusion:

Our college strongly condemns sexual harassment and is ready to take proactive and stringent measures to prevent and address such behaviour. We endeavor to foster a campus culture that promotes respect, equality, and dignity for all individuals.



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ANTI-RAGGING POLICY

Padmabhushan Vasantodada Patil Mahavidyalaya Kavathe Mahankal, Dist. Sangli, is committed to providing a safe and conducive learning environment for all its students. The College adheres strictly to the Maharashtra Prohibition of Ragging Act 1999 and the guidelines laid down by the Government of India to prevent and eliminate ragging in any form within the institution. Ragging is a criminal offense and is completely prohibited on the College campus, in its hostels, and at any other place where students congregate for educational purposes.

POLICY STATEMENT

Definition of Ragging:

Ragging includes any act that causes or is likely to cause physical or psychological harm or raise apprehension or fear in a student. This may include bullying, teasing, abusing, or any other conduct which may affect the dignity of an individual.

Scope:

This policy applies to all students of Padmabhushan Vasantodada Patil Mahavidyalaya Kavathe Mahankal, including freshers, senior students, students in hostels, and any other student interaction within the College premises.

Legal Framework: The College operates under the following legal frameworks:

- Maharashtra Prohibition of Ragging Act, 1999
- University Grants Commission (UGC) Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009
- Supreme Court directives and Government of India Acts related to ragging prevention.

Prohibited Activities: The following activities are strictly prohibited and will be dealt with severely:

- Any form of physical abuse, violence, or assault.
- Verbal abuse, derogatory remarks, or using foul language.
- Psychological harassment or intimidation.
- Any act that disrupts the academic activity or peaceful environment of the College.

Responsibilities:

Students:

It is the responsibility of every student to refrain from participating in any form of ragging and to report any incidents observed or experienced.

Faculty and Staff:

Faculty members and staff are responsible for creating awareness among students about the consequences of ragging and for promptly reporting any incidents to the designated authorities.

Administration:

The College administration will ensure strict enforcement of this policy and take appropriate disciplinary action against those found guilty of ragging, as per the provisions of the law.

Preventive Measures:

- Orientation programs for freshers to sensitize them about ragging and the consequences thereof.
- Display of anti-ragging posters, banners, and notices in prominent locations across the campus.
- Formation of Anti-Ragging Committees and Squads to monitor and prevent ragging activities.
- Counseling sessions for students to address any psychological issues related to ragging.

Action on Complaints:

- Any student who is a victim of ragging or who has witnessed ragging is encouraged to report the incident immediately to the Anti-Ragging Committee or the College authorities.
- Complaints will be investigated promptly and confidentially.
- Disciplinary action, including suspension or expulsion, will be taken against those found guilty of ragging, in accordance with College rules and statutory provisions.

Awareness and Education:

- Regular workshops, seminars, and awareness campaigns will be conducted to educate students, faculty, and staff about the negative effects of ragging and the legal implications associated with it.

Review and Compliance:

- This policy will be reviewed annually to ensure its effectiveness and compliance with relevant laws and regulations.
- All stakeholders are expected to comply fully with this policy and support efforts to maintain a ragging-free environment.

Padmabhushan Vasantrodada Patil Mahavidyalaya Kavathe Mahankal is committed to zero tolerance towards ragging and strives to provide a nurturing and respectful environment conducive to learning and personal growth.


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GENDER POLICY

Introduction:

Constitution of India ensures gender equality to all citizens. However, It is observed that there are a number of gender related issues and problems obstructing the realization of this right. Gender affects and determines various aspects of life including education. Gender based constraints need to be removed for the smooth functioning of higher education institutions. To realize full potential of students, faculty members and non-teaching members, it is expected that gender does not pose as a detrimental factor. In order to ensure gender equality at Padmabhushan Vasantodada Patil Mahavidyalaya, Kavathe Mahankal, a well-defined Gender policy is to be framed and implemented. This gender policy will serve as a guideline to all stakeholders of Padmabhushan Vasantodada Patil Mahavidyalaya, Kavathe Mahankal, Dist- Sangli 416405.

Aim:

Our aim is to create a safe, inclusive, and empowering environment for all students, staff, and faculty of Padmabhushan Vasantodada Patil Mahavidyalaya KavatheMahankal, with a specific focus on promoting gender equality and preventing any form of discrimination or harassment based on gender.

Objectives:

1. To establish an Internal Complaint Committee (ICC) for the prevention and resolution of sexual harassment cases on campus. The ICC will be prominently displayed on campus and will also be referred to as the Women Empowerment Cell.
2. To establish an Anti-Ragging Cell, clearly displaying its composition, to ensure a safe and supportive environment for all students.
3. To organize skill development programs, self-defence programs, entrepreneurship development programs, and health camps to empower women and enable their holistic development.
4. To organize guest lectures on health, women's rights, and inspirational talks to address gender-related issues, create awareness, and promote dialogue among the college community.
5. To promote equal opportunities for girl students by providing scholarship facilities specifically tailored to their needs, ensuring access to quality education without financial constraints.
6. To encourage and support girl students' participation in the National Cadet Corps (NCC) and National Service Scheme (NSS) activities to enhance leadership skills, community service, and social awareness.
7. To ensure the safety and security of all individuals on campus through the availability of security measures like CCTV surveillance and security guards.
8. To provide facilities such as common rooms, a recreation centre, counselling

services, and wheelchair accessibility for female students with disabilities, ensuring a supportive and inclusive environment.

9. To plan future initiatives including the installation of vending machines promoting gender hygiene, and the organization of workshops and seminars on gender perspectives to create a gender-sensitive campus.
10. To provide a platform for girl students to express their thoughts and experiences by encouraging them to contribute articles on various aspects of women's opportunities, challenges, weaknesses, strengths, and the future of Indian women in the college magazine titled 'Vasant.'
11. To adhere to UGC guidelines by providing maternity leaves to women employees and encouraging male teachers to take paternity leave, ensuring a gender-inclusive work environment.

Priority Areas:

1. **Equal access to Education:** Education is considered a tool for raising consciousness. This is primarily true with the most vulnerable sections of society. For many centuries women were denied the right to education. To break this ceiling glass, there is a dire need that institutes like college adopt an inclusive policy, whereby women will have access to education. To achieve this objective College must dismantle all the hurdles in the education of women and third gender. Assuring hostel facility on the campus could be one of the steps. 'Earn and Learn' scheme for disadvantaged students can bring about inclusivity. Strict adherence to reservation policy of admission, (especially for women and otherwise able) need to be assured.
2. **Gender Just Policy of Recruitment:** College is a public institute which sets a role model for other institutes. The Policy adopted by college is emulated by other educational institutes and colleges. In this context College need to adopt a Pro-active policy of recruitment for all genders, especially those underrepresented 120 [including third gender] in teaching and non-teaching posts. The Service rules and career advancement need to be gender friendly. College must take care that the similar Policy is adopted by its affiliated institutes.
3. **Facilitating workplace:** College shall create gender friendly workplace, with gender just infrastructure, (to facilitate access to third gender and otherwise able) including clean toilet blocks with vending machines, ladies' rooms, Hostels, Sports and Recreational facilities. Provision of childcare facility, crèches at workplace, gender friendly service rules, flexi hours, etc can add value to it.
4. **Enabling Environment Healthy and secure environment** is a precondition of access to education. Hence there is a need to have Zero tolerance policy on the campus. 24* 7 securities, especially women security guards on the campus and Women's hostels in particular are very essential. Finding trouble spots, providing additional lights, patrolling, and initiating collaborative solutions can add to secured environment. Similarly, eve teasing, unwelcome advances / behavior, intimidating behavior, sending sexually colored messages should not be tolerated. Anti Ragging Committee and Internal Complaints Committee for prevention of sexual harassment must be in place. Starting a helpline would be a welcome step.
5. **Mechanism for addressing grievance** to address and resolve the grievances of all

stakeholders a mechanism need to be at place. Grievance redressal Committee, as per Public College Act must be constituted. It must have representation of all sections, genders. It needs to be strong, impartial body, wherein all the stakeholders can have trust in it. Similarly Internal Complaints Committee (ICC) for prevention of sexual harassment must play a pivotal role in creating healthy and secure environment. Strict adherence to Sexual harassment of women at workplace (Prevention, Prohibition and Redressal) Act is necessary. The role of ICC in creating awareness of gender equality, to prevent incidences of sexual harassment is very crucial.

6. **Increasing participation in extension activities** for the overall development of students especially girls, their participation in extension activities is to be encouraged. In this context participation of girl students in NSS, NCC and other programs launched by Student Development Department must be encouraged. Gender issues need to be highlighted in the NSS camps. All genders especially under represented gender must get equal opportunities in the participation of the extension activities.
7. **Gender Budget** College need to adopt gender budget making equal financial provisions for all genders and special provisions for the deprived genders, especially women and third gender. Budget of the College need to be appraised regularly so as to integrate gender justice.
8. **Reflection of Gender component in Syllabi:** - Incorporating gender component in syllabi of the programs offered by College, will be first step towards sensitizing students, about gender issues. While addressing general issues in syllabi gender perspective needs to be incorporated. Similarly, specializations in gender issues can be offered by subjects of humanities. Moreover, post graduate program, post graduate Diploma or certificate courses on 'Gender issues will harness the process of gender equality. Foundation course on Gender Equity for the students at the entry level of higher education and sensitization programs at all levels to all stakeholders will give impetus to gender justice.
9. **Representation in governance and decision-making bodies** College need to establish mechanism to promote women's presence in all statutory bodies; Senate, Academic Council, Management Council. Similarly, College needs to ensure increasing women's representation at top level administration and Statutory and other Committees. College may adopt the Policy to give 30 % representation to women at various levels of governance and decision-making bodies. This will ensure gender just decisions.
10. **Training and Capacity building of all state holders** To ensure gender just environment, there is a dire need of capacity building of the faculty and administrative staff for which, continuous training is necessary. In this context the institute need to start a Capacity Building Centre. This Centre need to systematically train all state holders on gender issues; especially women and LGBT, to effectively respond to the gender-based challenges. Similarly there is also a need to train men on gender discrimination that prevails in society and imbibe the values of gender equality.

11. **Strengthening Institutional Mechanisms** Centers, *Adhyasans*, *Abhiyans* focusing on gender issues are already in place on the College Campus. Beti Bachao Abhiyan, Equal opportunity Cell. There is a need to strengthen them by funding with resources; financial and human, and providing them with good infrastructure.
12. **Awareness raising programs** College need to initiate awareness raising activities for students on the campus on gender equity. This can be done by above mentioned centers as well as other departments and College as whole. These activities can include programs such as Savitribai Phule Jayanti, International Women Day, Gender Equity workshops etc.
13. **Health and Counselling facilities** Health and Counselling facilities for all stakeholders is indispensable for educational institutes. Hence College needs to provide medical facilities to all stakeholders, especially gynecologist for women. Regular health's check-up of students and awareness programs for them need to be organized. Considering the adolescent age group of students counselling facility, need to be made available to the students. This includes personal counselling as well as vocational counselling. If Permanent Councilors are appointed at the Counselling Centre it will pave the way for healthy atmosphere of the campus.
14. **Motivation and Encouragement** College need to encourage and motivate girl students and female employee for their excellence in academics, research as well as cultural and sports events. Schemes such as Free bus pass, concession in fees for girl and third gender students will give impetus to the women's education.
15. **Gender audit and Performance** appraisal on gender lines College need to conduct gender audit at regular intervals, which includes audit of buildings and infrastructure, programs, Centres, Cells working for women empowerment and gender equity. The performance appraisal of the schemes run by the institute also needs to be audited on the gender lines. Capacity building of all stakeholders to achieve gender equity and justice need to be taken after this appraisal.
16. **Addressing special needs of transgender** College need to encourage transgender students to seek admissions to various programs offered by college. Similarly, College needs to employ Transgender teachers and non-Teaching staff if they fulfil the required eligibility. In order to address their special need College need to provide them hostels, special washrooms. Likewise, Free ships, scholarships may be introduced for them
17. **Special protection initiatives and measures for marginalized and disadvantaged sections.** College needs to take initiatives and measures for the special protection of the marginalized and disadvantaged sections like Divyang, orphans, tribals, Muslim etc. As part of inclusive policy, they need to give scholarships, special coaching facilities, separate Earn and learn scheme etc. Operational Strategies In order to translate the policy, into reality a concrete Gender Perspective Plan be formulated. The plan will be short term (One Year) midterm (Five years) and long-term Action Plan, with definite timelines and outcomes. While formulating the Plan, care need to be taken to set specific, achievable and affective strategies of implementation. Especially, separate financial provision needs to be earmarked for it. A review of Gender Perspective Plan and its outcome

need to be taken annually, by an expert committee, to be nominated by Hon. Vice Chancellor. The report of the same be placed before the highest statutory body, so that corrective measures can be initiated and Policy decisions can be taken.

MATERNITY AND PATERNITY LEAVE POLICY

1. Introduction

Our college recognizes the importance of supporting new parents during the crucial stages of their family life. In line with the University Grants Commission (UGC) guidelines, this policy outlines the provisions for maternity and paternity leaves for eligible employees.

2. Scope

This policy applies to all regular, full-time employees of the college who have completed a minimum of six months of continuous service.

3. Maternity Leave

3.1 Eligibility

Female employees who are expecting a child are entitled to maternity leave.

3.2 Duration

- a) Maternity leave shall be granted for a maximum period of 26 weeks, which includes pre and postnatal periods.
- b) If the employee has two or more surviving children, the maximum leave period shall be 12 weeks.

3.3 Leave Application Process

- a) Employees must notify their immediate supervisor in writing at least six weeks in advance or as soon as possible, providing the expected date of birth and the start date of the leave.
- b) A medical certificate from a registered medical practitioner confirming the pregnancy and expected date of delivery must be submitted along with the leave application.

3.4 Leave Entitlement and Pay

- a) During the maternity leave, the employee shall be entitled to payment equivalent to her full salary for the first 12 weeks and half the salary for the subsequent 14 weeks.
- b) The leave period may be extended by an additional month without pay with prior approval.

3.5 Return to Work

- a) After the maternity leave, the employee has the right to return to the same position or a comparable position with the same salary and benefits.
- b) If a longer period of leave is required due to medical reasons, the college will consider granting an extended leave under its policy for medical leaves.

4. Paternity Leave

4.1 Eligibility

Male employees who have become fathers are entitled to paternity leave.

4.2 Duration

- a) Paternity leave shall be granted for a maximum period of 15 days within six months from the birth of the child.
- b) Paternity leave is not cumulative and must be availed of in one stretch.

4.3 Leave Application Process

- a) Employees must inform their immediate supervisor in writing at least two weeks prior to the paternity leave start date.
- b) A copy of the child's birth certificate must be submitted along with the leave application.

4.4 Leave Entitlement and Pay

- a) During the paternity leave, the employee shall be entitled to payment equivalent to his full salary.

4.5 Return to Work

- a) After the paternity leave, the employee has the right to return to the same position or a comparable position with the same salary and benefits.

5. Exceptions and Considerations

- a) In situations where an employee has adopted a child, the college will provide parental leave based on the relevant adoption regulations and prevailing laws.
- b) In case of premature birth, the college may consider extending the maternity leave based on medical advice.

6. Confidentiality and Fair Treatment

All employees availing maternity or paternity leave will be treated fairly and with respect, and their personal information will be kept confidential in accordance with applicable laws and regulations.

7. Communication and Implementation

The HR department will ensure that this policy is communicated to all employees through appropriate channels. Queries related to the policy should be addressed to the HR department, which will provide necessary guidance and support.


8. Policy Review

This policy will be reviewed periodically and updated as required to ensure compliance with UGC guidelines and any changes in relevant laws or regulations.

Note: This policy serves as a general guideline and may be subject to specific laws, regulations, and policies of the college or jurisdiction.


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