



No. 1003/Faculty-II

Dated: 01-Aug-2025

NOTIFICATION

Subject: STRICT OBSERVANCE, ENFORCEMENT, BINDING & FOR COMPLIANCE / IMPLEMENTATION OF ANTI-HARASSMENT ACT & POLICY AT IUB

It is notified for information of all members of the University that Protection against Sexual Harassment is important because it threatens the freedom and conduciveness of the environment at institutions of higher learning. At a more fundamental level, such conduct is unacceptable because it violates personal dignity and shall not be tolerated at the University under any circumstances as communicated by HEC and Government from time to time through various Acts, policies and circulars.

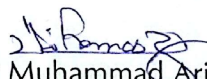
2. The Islamia University of Bahawalpur is highly consequential institution in society and is dedicated to the pursuit and dissemination of knowledge. The university reiterates its unwavering commitment to provide a safe, respectful, and harassment-free environment for all individuals. Any form of harassment, as defined by the HEC and Government through various Acts, policies and circulars, is strictly prohibited and will be met with strict disciplinary action.

3. In this regard, all the employees (teaching & non-teaching) are hereby instructed to follow instructions issued by Govt., HEC through various Act, policies and circulars. Complete guidelines are available on University website. Salient guidelines / directions in this regard are attached at Annexure-A for strict compliance.

4. All administrators, deans, chairpersons of department, directors of institutes and others in supervisory or leadership positions have an obligation to be familiar with and to uphold Act, policy, guidelines and its procedures along with informing members of their staff about its existence. Further, all heads of the teaching & non-teaching departments are hereby directed to strictly observe / entertain and disburse all such complaints instantly as per Act & policy *ibid*.

5. This is issued with the approval of the Competent Authority (i.e. Vice-Chancellor).

Encl: Guidelines/directions to be followed by every individual of the University.


Hafiz Muhammad Arif Ramooz
Additional Registrar (Admin)

Copy to:

1. Deans / In-Charge(s) of IUB Faculties
2. Director, CPH&D
3. All Chairpersons, Principal(s) / Head of IUB Teaching Departments / Constituent Colleges / Hostels
4. All Heads / Director(s) of Institutes / Directorates of Teaching & Non-Teaching Departments / Divisions / Centres
5. All Director(s) of Sub-campuses
6. Director Press Media and Publications →
7. Chairman & Member of IUB Appellate Body
8. Focal Person for Protection Against Sexual Harassment in IUB
9. Treasurer
10. Controller of Examinations
11. Resident Auditor
12. Executive Secretary to the Vice-Chancellor
13. P.A to Registrar
14. Office File

To ensure presence/availability of Acts, policies, information on prominent location on each campus including university website and its summarize version in IUB prospectus.

**GUIDELINES / DIRECTIONS TO BE FOLLOWED BY EVERY
INDIVIDUAL OF THE UNIVERSITY**

- i. These guidelines / directions apply to all members of the university community, including
- Deans / In-Charge(s) of IUB Faculties
 - All Chairpersons, Principal(s) / Head of IUB Teaching Departments / Constituent Colleges / Hostels
 - All Heads / Director(s) of Institutes / Directorates of Teaching & Non-Teaching Departments / Divisions / Centres
 - All Director(s) of Sub-campuses
 - Faculty Members (Male & Female)
 - Administrative and Supporting Staff
 - Contractual, visiting, and part-time Teachers / Employees / Daily Paid Labourers / Contractors
 - Students (in applicable contexts)

ii. **Jurisdiction Definition:**

This policy applies to actions by students, faculty, staff, other members of the University community (such as interns, residents etc.), or third parties (such as service providers, visitors etc.), who may be male, female or transgender persons, when the misconduct occurs:

- a) On the University property (i.e. on campus) or in its immediate vicinity;
- b) Off the University property, if (i) the conduct occurs in connection with University recognized program or activity or (ii) the conduct may create a hostile environment or pose a safety risk on campus; and
- c) Using the university's computing or network resources accessed from an off-campus location, which shall be deemed to have occurred on campus.

iii. **Prohibited Conduct:**

"Sexual Harassment" means any unwelcome sexual advance, request for sexual favors or other verbal or written communication or physical conduct of a sexual nature, or sexually demeaning attitudes, where:

- a) Submission to such conduct is made either explicitly or implicitly a term or condition of an individual participation in any activity at the University;
- b) Submission to or rejection of such conduct by an individual is used as a basis for academic or employment decision affecting that individual; or
- c) Such conduct has the purpose or effect of unreasonably interfering with an individual's academic or work performance, or of creating an intimidating, hostile, or offensive educational or working environment.

Examples:

The following is a list of examples of what constitutes Sexual Harassment:

- a) Asking female students to visit personal offices of their supervisors/authorities in-charge after office hours to discuss their grades and assignments.
- b) Asking female students to meet supervisor/authorities in-charge out of the University premises with the promise of improvement in grades.
- c) Financial and sexual gratification from graduate students (PhD, M-Phil, Masters) by their supervisor.



- d) Unwelcome sexual advances, whether or not they involve physical touching.
- e) Sexual epithets, jokes, written or oral references to sexual conduct, gossip regarding one's sex life.
- f) Comments on an individual's body, comments about an individual's sexual activity, deficiencies, or prowess; displaying sexually suggestive objects, pictures, or cartoons.
- g) Unwelcome staring, whistling, brushing against the body, sexual gestures, or suggestive or insulting comments.
- h) Inquiries into one's sexual experiences.
- i) Discussion of one's sexual activities (even if males are discussing this it is done deliberately in front of female students or colleagues).
- j) Using derogatory and abusive language that refers to others mother's or sister's bodies.
- k) Acts of sexual connotation relating to the same as a common usage in conversation.

1. Misconduct by Teachers:

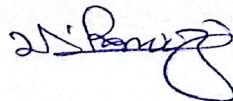
- a) Male Teacher asked the Female student, if you want "A" grade, you need to take your final exam at my home.
- b) Male head of the department forced the female subordinate employee by telling her that if she wants her contract extended she needs to spend time with him after office hours.
- c) Male HOD deliberately touching or hitting the body of female employee by file or pen/pencil.
- d) Male Teacher referring to female bodies and reproductive cycles to embarrass female students during class lectures.
- e) Needy female students were given financial support by Faculty member in exchange for sexual favors
- f) Students complaints of a teacher telling vulgar jokes during classes which had sexual innuendos
- g) Complaints against male supervisor/teacher spending long hours locked away in office with a young female colleague or student.

2. Misconduct by Students:

- a) A male student making vulgar jokes about a female student on the social media or verbally telling vulgar jokes about her to his fellow students.
- b) Students sending in written notes letters, emails with requests for intimacy
- c) Female student asked the teacher to provide the final grade list of all students. When the teacher refused to do that, the student registered a complaint against the teacher that he tried to hold her hand in parking lot while asking her to meet in private for grade list.
- d) Female student visiting male teacher in his office unnecessarily and spending long hours and initiating intimacy for benefits (of grades, employment or even monetary).
- e) Repeatedly following particular female students around the campus

3. Misconduct by Employees (both teaching & non-teaching):

- a) Using vulgar language to address females (student, faculty and other employees)
- b) To touch their intimate parts in the presence of women
- c) Younger faculty member was blocked by Dean of the relevant faculty to get higher education (PhD/Phil) [upon her refusal to comply with his undue demands].



- d) Junior faculty was transferred to another department against her will by the authorities as a punitive measure for not complying with undue requests for (sexual) favors.
- e) Giving extra favors to young female faculty/staff in nominating their names for international/domestic trips for their attention.
- f) Threatening female students by using forged/fake documents and pictures to blackmail them into compliance.
- g) Anonymous letters/pamphlets/e-mails defaming or character assassination of employees/teachers/students.

iv. Complaints and Reporting:

- a) A complaint may be lodged by any person who has experienced sexual harassment which falls under the Prohibited Conduct, with either the Focal Person or with any member of the Sexual Harassment Inquiry Committee.
- b) In the event that a complainant is reluctant to contact the Focal Persons or any members of the Inquiry Committee, the complainant may contact a colleague, instructor, the employment supervisor, manager, department chair, dean or VC. It will be the responsibility of the individual contacted to report the case to the Inquiry Committee without identifying either the complainant or the alleged offender and to ask for advice on procedure and policy from them to effect solution, if a solution is necessary.
- c) As soon as a complaint or report is received by one of the designated resources, it shall be shared by him or her (within a period of 24 hours) with all Focal Persons and members of the Inquiry Committee for further action.

v. Confidentiality & Protection:

- a) Confidentiality shall be enjoined on the Focal Persons, the Inquiry Committee and all others involved in the process. This does not preclude the reasonable and discreet disclosure of information in order to elicit the facts of the case, or to implement and monitor properly the terms of any decision.
- b) The Focal Persons, members of the Inquiry Committee and their support staff shall be subject to administrative disciplinary action for inappropriate breaches of confidentiality on their part.
- c) All notes and records arising in connection with an investigation shall be maintained in a confidential file at University.

vi. Mala fide Allegations:

False allegations of sexual harassment made out of malice or intent to hurt the reputation of the persons against whom the complaint is filed are to be dealt with as serious offences. Making mala fide allegation of sexual harassment knowing it to be false, whether in a formal or informal context, is a serious offense under the policy.

vii. Special Considerations regarding relationships between individuals:

- a) Personal Relationships among consenting adults of the University that do not breach the social and cultural norms of the society are in general a private matter.
- b) Intimate relationships between individuals in supervisory or evaluative roles and those they oversee are inappropriate and prohibited due to potential bias and compromised professional judgment.
- c) Romantic / intimate relationships between faculty and students at any level are strictly forbidden to maintain institutional integrity and prevent abuse of power.



viii. Responsibilities of Departmental Heads:

- a) To ensure the prevention of sexual harassment on campus, all heads of teaching & non-teaching departments are hereby advised to develop programs in consultation with Director Centre for the Prevention of Harassment and Discrimination (CPH&D) to educate its staff, faculty and students as well as provide written material for reference. Education is essential to sensitizing the university faculty, staff and existing students in order to eliminate sexual harassment on campus. Fresh students/new students may also be provided such information in the orientation session.
- b) It is the responsibility of all deans, directors and heads of teaching & non-teaching departments for the effective enforcement of anti-harassment Act and policy within their departments / jurisdictions as detailed in para (ii).
- c) Any complaints, verbal or written, must be acknowledged and dealt as per law. Silence, negligence, or inaction may result in legal action against the responsible Head. Moreover, the responsible heads shall ensure that the complainants, in no way, are discouraged to lodge harassment complaint.

Measures taken up by University

- a) Establishment of Centre for Prevention of Harassment and Discrimination at IUB is already notified. Detail of the existing members is available at IUB website and as well as on university prominent places (Director, Press Media & Publication to ensure its presence / availability on prominent location on each campus).
- b) Anti-Harassment sub committees for Rahim Yar Khan Campus and Bahawalnagar Campus already notified. Detail of the existing members is available at prominent location / places in campuses.
- c) Designated focal person already notified, also displayed at prominent places at IUB. Details of focal person are as under:
 - i. Prof. Dr. Irshad Hussain, Dean, Faculty of Education
 - ii. Prof. Dr. Ismat Durrani, Chairperson, Department of Persian
- d) All related Acts, policies, information are available at University website.
Link: <https://www.iub.edu.pk/hec-policy-guidelines-1>
- e) Link of the complaint form is available at University website.
Complaint Form Link: <https://www.iub.edu.pk/uploads/765/web-2/1701668810-cover-letter-and-complaint-form.pdf>
- f) Summarized version of Act and policy is also included in University prospectus.

