

Working Paper # 6

Policy Revision - NUST Policy on Protection against Harassment

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Background

1. NUST has zero tolerance for harassment and affirms the right of every member of the NUST Community to live, study, and work in an environment that is free from harassment. Harassment is prohibited at NUST and constitutes a punishable offense under the NUST Harassment Policy applicable by law, namely The Protection Against Harassment of Women at the Workplace (Amended) Act, 2022 (the “2010 Act”).

2. NUST has developed a Policy on and procedures for dealing with complaints of harassment, including a range of disciplinary measures up to and including dismissal, which are in line with the 2010 Act (as amended in 2022) and HEC -2025 guidelines. NUST has also established an awareness-raising program to educate its students and employees regarding harassment. This Policy and its procedures intend to prevent harassment from taking place, and, where necessary, to act upon complaints of harassment promptly, fairly, judiciously, and with due regard to confidentiality for all parties concerned.

3. All administrators, deans, managers, department chairs, principals of schools or programs, and others in supervisory or leadership positions have an obligation to be familiar with, and to uphold, this policy and its procedures, along with informing members of NUST staff about its existence and applicability.

4. NUST has adopted the Code of Conduct, pursuant to Section 11 of the 2010 Act. This Policy, referred to as The NUST policy on protection against Harassment, is adopted pursuant to the provisions of the 2010 ACT.

Definitions

5. The **competent authority** in this policy is the Rector or his designated representative.

6. **Harassment:** As per ‘Protection against Harassment of Women at the Workplace (Amendment) Act 2022 and the HEC Policy on Protection Against Sexual Harassment in Higher Education Institutions, **harassment** means any

unwelcome sexual advance, request for sexual favors, stalking, cyberstalking or other verbal, visual or written communication or physical conduct of a sexual nature, or sexually demeaning attitudes, including any gestures or expression conveying derogatory connotation causing interference with work performance or creating an intimidating, hostile or offensive work environment, or the attempt to punish the complainant for refusal to comply to such a request or is made a condition for employment, admission and engagement.

7. Harassment can also be discrimination based on gender, which may or may not be sexual in nature, but which may embody a discriminatory and prejudicial mindset or notion, resulting in discriminatory behavior based on gender against the complainant.

8. The “**hostile environment**” claim, in general, requires finding of a pattern of offensive conduct, however, in cases where harassment is particularly severe, such as in cases involving physical contact or gender-based discrimination, a single offensive incident will constitute a violation.

9. As per Act-Sec 2(n), “**workplace**” means the place of work or any place where services are rendered or performed by professionals, including educational institutions, gigs, concerts, studios, performance facilities, courts, highways, sporting facilities and gymnasiums, and shall include any building, factory, open area or a larger geographical area, where the activities of the organization or of employer are carried out and includes any situation that is linked to work or activity on-site, off-site or online or outside the office.

10. This policy applies to actions by students, faculty, staff, other members of the NUST community (such as interns, residents, etc.), or third parties (such as service providers, visitors, etc.), when the misconduct occurs:

- a. on the NUST property (i.e., on campus) or in its immediate vicinity.
- b. off the NUST property, if the conduct
 - (1) occurs in connection with a NUST-recognized program or activity, or
 - (2) may create an intimidating and offensive 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.

Examples of Harassment

11. To facilitate the understanding of harassment and this policy, the following are offered as examples as per “HEC Policy on Protection Against Sexual Harassment in Higher Education Institutions”:

- a. Asking students to meet supervisors/authorities in charge out of the institution’s premises with the promise of improvement in grades.
- b. Financial and sexual gratification from graduate students (PhD, M-Phil, Masters) by NUST supervisors.
- c. Intimidation of faculty/staff by students/colleagues to tarnish the reputation (character assassination) of faculty/staff.
- d. Harassment, cyber harassment of students by other students, Faculty by students, and vice versa
- e. Stalking through physical or cyber means.
- f. Unwelcome sexual advances – whether they involve physical touching or not.
- g. Asking students to visit personal offices of the NUST supervisors/authorities in-charge after office hours to discuss the NUST grades and assignments. (after office hours for morning shifts not later than 5 pm, for evening shifts not later than 8:30 pm).
- h. Sexual epithets, jokes, written or oral references to sexual conduct, or gossip regarding one’s sex life.
- i. Comments on an individual’s body, comments about an individual’s sexual activity, deficiencies, or prowess; displaying sexually suggestive objects, pictures, or cartoons.
- j. Unwelcome staring, whistling, brushing against the body, sexual gestures, or suggestive or insulting comments.
- k. Inquiries into one’s sexual experiences.
- l. Discussion of one’s sexual activities (even if males are discussing this and is done deliberately in front of female students or colleagues and vice versa).
- m. Using derogatory and abusive language that refers to others’ mother’s or sister’s or daughter’s body.
- n. Acts of sexual connotation relating to the same as common usage in conversation.

- o. Head of department deliberately touching or hitting the body of any employee with a stationery item or vice versa.
- p. Male teacher referring to female bodies and reproductive cycles to embarrass students during class lectures.
- q. Ogling at any student.
- r. Needy students are given financial support by a faculty member in exchange for favors.
- s. Teacher tells vulgar jokes with sexual innuendos during classes.
- t. Supervisors/teachers spend long hours locked away in office with colleagues or students.
- u. Any student making vulgar comments about any student on social media or verbally relating vulgar material about the NUST fellow students.
- v. Students sending written notes and emails with requests for intimacy in exchange for grades.
- w. Character assassination of teachers to gain political, academic, or financial gains.
- x. Students initiate intimacy for benefits of grades, employment or finances.
- y. Using vulgar language to address students, faculty and other employees.
- z. To touch one's intimate parts in the presence of others.
- aa. Transferring a younger member of the faculty to another department against NUST will by the authorities as a punitive measure for not complying with undue requests for sexual favors.
- bb. Threatening students by using forged/fake documents and pictures to blackmail them into compliance.
- cc. Anonymous letters/pamphlets/e-mails leading to defamation or character assassination of employees/teachers/students.

12. **Who Can Lodge a Complaint**

- a. A complaint of harassment can be filed against any member of the NUST Community.
- b. **Complainant** is any person of the NUST community (including an Ex-employee or a parent or guardian where the complainant is a minor)

who made a harassment complaint. Maximum 01-year-old harassment complaint can be reported.

- c. The **NUST Community** includes all administrative, research, teaching and non-teaching employees of NUST, as well as students (including interns). Someone working at NUST through a service provider that has a contract or arrangement with NUST. Stakeholders such as students/employees seeking to join the NUST Community.
- d. All responsible personnel/students who received reports or otherwise became aware of harassment are required to promptly report such misconduct to the concerned authority.
- e. The complainant can be anyone who is aggrieved by the conduct of any member of the NUST Community when harassment takes place on the NUST premises or in the context of NUST-related activities on any other premise.
- f. If harassment is proved against someone who is working at NUST through a service provider that has a contract with NUST, NUST can, if the behavior warrants it, prevent the respondent from working at NUST.
- g. NUST will inform all external agencies/service providers who do business on the NUST campus of the existence of this policy and NUST shall also obtain undertakings from them that they shall ensure the implementation of this Policy within NUST organizations while providing services to NUST.
- h. In the event a complainant is reluctant to contact any member of the Inquiry Committee, the complainant may contact a colleague or instructor, or the employment supervisor, manager, department Chair, Dean or Rector.

13. **Assurance of Fair Treatment**

- a. It is mandatory to treat all complaints; identity of complainants /respondents / witnesses and proceedings record (text/ audio/ video recordings) as highly confidential throughout the process and transported in sealed envelopes. To ensure strict confidentiality, the custodian of all records in case of formal or informal complaints shall be the Inquiry Committee (IC).

- b. The complainant, the respondent, and any other parties to proceedings under this policy are to be treated according to the principles of Natural Justice and fairness, and as a common men/women's understanding and judgment.
- c. NUST shall prohibit reprisals or threats of reprisal against any member of the NUST Community who formally or informally avails of this policy, as there is a possibility of further victimization or hindrance in the launching of complaints. NUST prohibits threats or actions against anyone who participates in proceedings held under its ambit. To ensure the safety and promote well-being of both parties, complainant and respondent shall submit an "*Undertaking of Non-Contact During Case Proceedings*" to maintain a safe and neutral environment (attached as "Annex A"). Interim measures will also be taken that may include but are not limited to adjusting work schedules/ job assignments/ other work accommodations, changing academic schedules, paid/unpaid leave, rescheduling examinations, allowing withdrawal from or retaking classes without penalty, and temporary suspension from employment/ academic enrollment/student status.

14. **The Inquiry Committee**

a. **Objectives**

NUST, acting through its Rector, has constituted a Standing Inquiry Committee to investigate complaints of harassment, which the board of Governors of NUST has duly approved. The objectives of this committee are;

- (1) Formal registration and examination of informal and formal complaints of harassment.
- (2) Scrutiny of registered complaints for harassment cases.
- (3) Deal with the formal complaints of harassment of H-12 Institutes only.
- (4) However, if there are more than two institutes involved, then the parent institute of the complainant will deal with the case. One member of the respondents' Institute may also be included in the inquiry proceedings.
- (5) All informal and formal harassment complaints received from

NUST constituent colleges located outside the H-12 campus shall be forwarded to NUST respective Commandants or Deans for further proceedings.

- (6) Follow up with the respective institutes regarding these cases.
- (7) Facilitate the Inquiry Committee of these institutes in the NUST inquiry proceedings if desired.

b. Composition of the Inquiry committee

Keeping in view the guidelines of the *HEC Policy 2025* and the *Protection Against Harassment of Women at the Workplace (Amendment) Act, 2022*, the Inquiry Committee of NUST shall consist of **three members*** of whom at least

- (1) One member from Senior Management, GM C3A
- (2) Rep. HR** OR Senior male/Female faculty (member from the institute)

- (3) One senior male/female member.

* The composition of the inquiry committee should include at least one-woman member.

** Rep HR will be a part of the committee only if it is a case of faculty/support staff / NG staff.

*** Senior faculty (male/female, Associate professor level or above) will be part of the inquiry proceedings while dealing with a harassment case involving students. This member will be taken from already trained focal people of the Institutes.

- c. The senior faculty member should get 3 CHs load in each semester, and the same should be reflected in the NUST AAR.
- d. Members of the Committee shall be individuals who are known for being principled, credible, fair, gender-sensitive and have a strong character (someone who will not change the NUST decision due to pressure from friends, colleagues or seniors). They shall not have a conflict of interest in particular cases and shall be impartial and unbiased.
- e. Members of the Committee shall be appointed for a term of two years (shorter terms may be required occasionally to fill vacancies). No member shall serve for more than two consecutive terms. Former members will be eligible for reappointment after a lapse of two years.
- f. All members of the committee shall be employees of NUST and will be appointed by the Rector after he/she has taken nominations from senior

members of the NUST administration. The Rector can co-opt one or more members from outside the NUST H-12 campus if it is otherwise not possible to designate three members as described above.

- g. One of the members of the committee shall be appointed as the Chair by the Rector, whose duties shall include, but are not limited to: maintaining order during hearings, answering procedural questions, granting or denying adjournments, maintaining proper documentation of the proceedings, which shall constitute the official record, and reporting recommendations of the Committee to the Rector. All these duties shall be undertaken in consultation with the Committee members.
- h. In case a complaint is made against one (1) of the members of the Inquiry Committee/Chairperson, that member should be replaced by another for that particular case. Such members may be from within or outside the NUST H-12 Campus.
- i. If a complaint is made against the Chairperson, he/she will step away from all related duties, and the Director/ Principal shall act as the Chairperson for that particular case.
- j. The Rector may alter the composition of the Inquiry Committee on a case-by-case basis, if required, to address the valid objections/ conflict of interest of any of the parties involved in the inquiry.
- k. The case proceedings of institutes other than H-12 campus will be carried out by the NUST existing inquiry committee/disciplinary committee; else the Commandants/ Deans can formulate a three-member committee.
- l. One member of IC can be a part of the inquiry committee, if desired.
- m. A pool of senior faculty and senior management personnel will be trained to handle harassment cases. These members will act as backup members of the Inquiry committee.
- n. All the members of the inquiry committee/ focal persons (male-female) from Institutes/ dtes/ constituent colleges must attend sensitization trainings on harassment policy facilitated by C3A.

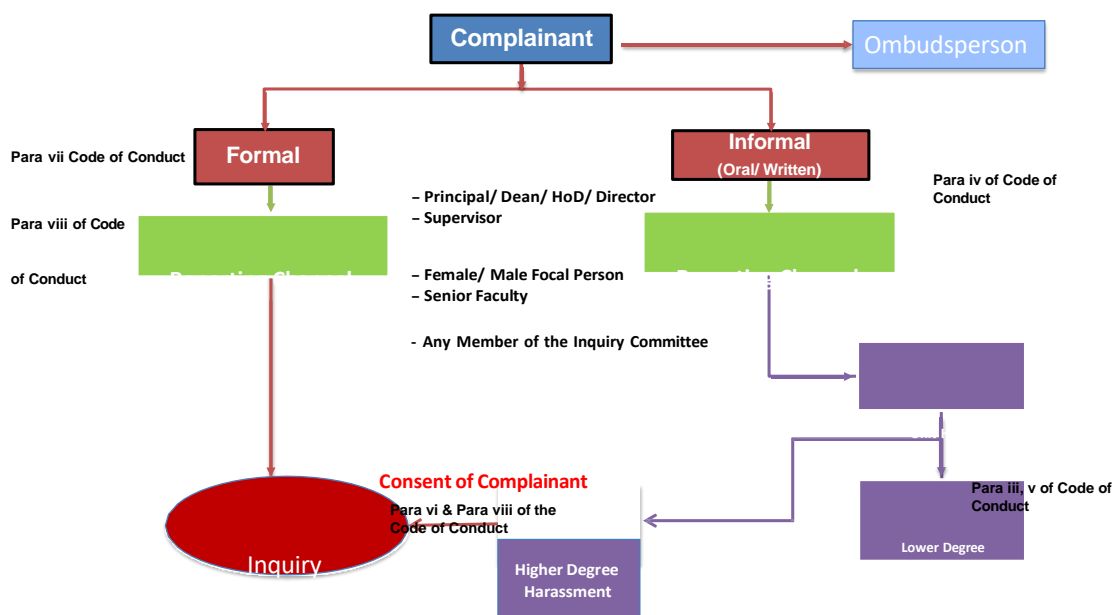
13. **Powers of the Inquiry Committee**

- a. The Inquiry Committee shall have the power to:
 - (1) Summon and enforce the attendance of any person and examine him/her on oath.

- (2) Require the discovery and production of any documentary, audio or video evidence.
 - (3) Receive evidence on affidavits
 - (4) Record evidence.
 - (5) Inquire into the matters of harassment under this policy
 - (6) Get the complainant or the respondent medically examined by an authorized doctor, if necessary.
- b. The Inquiry Committee may recommend appropriate action against the complainant, if allegations leveled against the respondent are found to be false and made with malafide intentions.
- c. The Inquiry Committee may, if deemed fit, issue interim no-contact or other orders between the complainant and the alleged respondent. NUST can also decide whether to send the respondent on leave or suspend the respondent in accordance with the applicable procedures for dealing with the cases of misconduct, if required.

14. **Procedure for Lodging Complaints**

- a. If any person of NUST community feels that they are being harassed, they can lodge a complaint. There are two ways of lodging a complaint
- (1) **Informal complaint:** Written/ verbal complaint
 - (2) **Formal complaint:** Written complaint



- b. The following reporting channels can be used for both informal and formal complaints.

- (1) Student's Advisor, Friends, Supervisor, Focal Persons (male/ female), Faculty, HOD, Principal, Dir, DD from H-12 Institutes/ dtes/ Constituent colleges.
- (2) Inquiry Committee (IC) at C³A
- (3) NUST Anti-Harassment Helpline

c. **Procedure of Informal Complaint:**

- (1) An informal complaint can be made verbally or written by using any of the above-mentioned reporting channels.
- (2) The reported person will forward it to the senior HoD/ Principal, who will confidentially mediate between the complainant and respondent, if it is low-degree harassment.
- (3) If the incident or the case reported does constitute harassment of a higher degree and the officer or a member reviewing the case feels that it needs to be pursued formally for disciplinary action, with the consent of the complainant, the case can be taken as a formal complaint.
- (4) A complainant does not necessarily have to make a complaint of harassment through the informal channel. She/ he can launch a formal complaint at any time.

d. **Procedure of Formal Complaint:**

Step 1

Written complaint to the Supervisor, Focal Persons (male/ female), Student Advisors, HOD, Principal, Dir, DD of the respective institutes of H-12 Campus/ dtes/ constituent colleges, or to any member of the inquiry committee.

Step 2

- (1) Acknowledgement by the recipient
- (2) Recipient (if other than IC) to forward written complaint to IC for further inquiry

Step 3

- (1) IC will forward complaints (informal/ formal) of harassment of the constituent colleges to the respective commandants/ Deans for further proceedings.
- (2) For formal cases of harassment of H-12 institutes/dtes, IC will

formulate an inquiry committee with the approval of the Competent Authority for further procedure.

Step 4.

The inquiry committee will communicate to the respondent in writing within 03 working days with an allegation statement

Step 5

Respondent to respond in writing within 07 working days. An ex-parte decision will be taken by the committee if no response is received from the respondent within 07 working days.

Step 6

Completion of Inquiry and Submission of recommendations to Competent Authority (the Rector or his designated representative) within 30 working days of the complaint receiving day.

Step 7

Implementation of the decision by the competent Authority within 07 working days after receiving the recommendations.

e. **Nomination and Training of Focal Persons from H-12 Institutes/ dtes/ institutes other than H-12:**

- (1) NUST has designated 02x focal persons (FP; 1x male and 1x female) in all the Institutes of H-12 campus/ dtes/ constituent colleges.
- (2) Nominated focal persons from the Institutes of H-12 campus/ constituent colleges shall be entitled to 01 Credit Hour (CH) load in recognition of the NUST-assigned responsibilities
- (3) All nominated Focal Persons shall attend mandatory sensitization training on harassment policy facilitated by C³A.

f. **Role of Focal Persons of Institutes/ directorates/ constituent colleges:**

Focal persons of the Institutes of H-12 campus/ directorates/ constituent colleges shall have the following responsibilities: -

- (1) If a student/ faculty/ officer/ staff member shares an incident of harassment to FP, he/she will guide them regarding the process of lodging a complaint after initial scrutiny.
- (2) If the complainant desires to lodge a formal complaint of

harassment, the FP will then forward/refer to IC. However, in case of the constituent colleges, both formal and informal complaints of harassment will be dealt with by the institute.

- (3) If the complainant desires to lodge an Informal complaint of harassment, FP will then inform the Principal/ Dean/ Director of the NUST institute/ directorate.
- (4) Principal/ Dean/ Director together with the two focal persons of the associated institute/directorate will then decide how (through mediation or inquiry committee) to resolve the complaint, keeping in view the confidentiality and consent of complainant.
- (5) The reported channels other than the focal person will forward such complaints to the Focal persons of respective Institutes/ directorates/ constituent colleges for further proceedings.
- (6) Both FP and other channels will not resolve the issue themselves without involving the Principal/ Dean/ Director of the institute.

15. **Procedure for Holding Inquiry**

- a. The Inquiry Committee, within three (03) working days of receipt of a written complaint, shall:
 - (1) Communicate to the respondent the charges and statement of allegations levelled against them, the formal written receipt of which will be given.
 - (2) Require the respondent to respond within seven (07) working days from the day the charge is communicated to them, and on the failure to do so without reasonable cause, the Inquiry Committee shall proceed ex parte; and
 - (3) Enquire into the charge and may examine such oral or documentary evidence in support of the charge or in defense of the respondent as the Committee may consider necessary and each party shall be entitled to cross-examine the witnesses against them.
- b. The Inquiry Committee will hear statements from the complainant(s) and respondent, and the witnesses (as required) and examine any other documents and/or evidence as presented by the relevant parties.
- c. The Inquiry Committee has discretion to limit testimony and questioning of witnesses to those matters it considers relevant to the disposition of

the case. The Chair of the Inquiry Committee also has the power to compel a witness to attend, and the complainant(s) and/or respondent may request the Chair's aid in this regard.

- d. The following provisions shall be followed by the Inquiry Committee in relation to inquiry:
 - (1) The statements and other evidence acquired in the inquiry process shall be considered as confidential
 - (2) Both parties, the complainant and the respondent, shall have the right to be represented or accompanied by a representative*, a friend or a colleague within the institution (NUST)

*The representative can accompany the complainant/ respondent only to represent the case of the complainant/ respondent in front of the inquiry committee if they are not comfortable narrating the NUST case. The representative shall not be a part of the inquiry proceedings
 - (3) Adverse action shall not be taken against the complainant, respondent, or the witnesses
 - (4) The Inquiry Committee shall ensure that NUST or the respondent shall in no case create any hostile environment for the complainant to pressurize any person from freely pursuing the complaint; and
 - (5) The Inquiry Committee shall give its findings in writing by recording reasons thereof.
- e. The Inquiry Committee shall submit its findings, recommendations, and final decisions to the Competent Authority within thirty (30) working days of the initiation of the inquiry. This written report shall record the reasons for the decision, including any note of dissent. If the Inquiry Committee finds the respondent to be guilty, it shall recommend to the Competent Authority for imposing one (01) or more of the penalties.
- f. Appeals against Minor and Major Penalties shall be conducted as per Para-17 of this Policy.
- g. The Competent Authority shall impose the penalty recommended by the Inquiry Committee within one (01) week (07 working days) of receipt of the recommendations of the Inquiry Committee.
- h. The Inquiry Committee shall meet regularly and monitor the situation

regularly until it is satisfied that the NUST recommendations subject to decision, if any, have been implemented by the Competent Authority appointed under the 2010Act/ (Amendment) Act, 2022.

- i. In case the complainant is in trauma NUST will arrange for psycho- social counselling or medical treatment and for additional medical leave.
- j. Where any procedural matter is not provided in this Policy, the Inquiry Committee may, after hearing submissions from the parties, and guided by the principles of fairness, and by the letter and spirit of the 2010 Act/ (Amendment) Act, 2022, establish any appropriate procedure.
- k. Objective documentation of the proceedings of the Inquiry Committee should be maintained by audio/video recording, and high confidentiality of the records and other such materials should be upheld at all times.
- l. A separate, dedicated, and access-controlled room shall be established at C³A exclusively for the conduct of inquiry proceedings, and all related documents shall be securely maintained therein to ensure strict confidentiality.
- m. All parties will bear their own costs related to the proceedings. The Inquiry Committee will not order or recommend the payment of costs, including any legal costs, of the proceedings to any party.
- n. Closed hearings shall take place as a rule.
- o. The complainant may also request informal proceedings of the case.
- p. Final verdict to be promptly shared with both parties.
- q. The Inquiry Committee and the NUST support staff will be subject to administrative disciplinary action for inappropriate breaches of confidentiality on the NUST part.
- r. The inquiry committee will take on responsibilities such as organizing meetings and/or hearings, record keeping, making and updating a database to track the processing of complaints, and ensuring appropriate awareness raising about the issue of harassment at NUST.

16. **Penalties, Allegations and Reprisal**

a. Penalties:

If the Inquiry Committee finds the respondent to be guilty, the penalties shall be recommended as per NUST statutes. However, the same has been reproduced here for ready reference:

- (1) **For Students:** NUST Statutes Part 2, Discipline Matter (Chapter XVII)
- (2) **For Faculty:** NUST Statutes Part 1, NUST Employee Efficiency and Discipline (Chapter XV) and as per NUST HR manual.

b. False Allegations:

- (1) Allegations of harassment made from malice or intent to hurt the reputation of the person against whom the complaint is filed are to be dealt with as serious offences. Making malafide allegations of harassment, if established by the inquiry committee, knowing it to be false, whether in a formal or informal context, is a serious offense under this policy and action would be taken under the University disciplinary regulations/ as per provisions of the University ACT.
- (2) If the Inquiry Committee determines that a false allegation is made in the complaint with mala fide intent, it may recommend appropriate action against the complainant by sending its findings to the VC (by recording reasons thereof and including any note of dissent) for endorsement and action. In cases in which the conduct falls within the scope of The Protection Against Harassment of Women at the Workplace Act, 2010 (as amended in 2022), the Inquiry Committee may recommend the handing over of such cases to the Ombudsperson for taking further action against the complainant who made the false allegation with mala fide intent.
- (3) Withdrawal of a false complaint after a wide dissemination of, or publicity of the purported offense carried out intentionally to malign the character of the person respondent, and done with willful intent to cause physical, psychological or mental harm or stress must be dealt with more serious penalties. This will ensure that no injustice is met out.

c. Protection Against Reprisal

- (1) NUST shall not allow reprisals or threats of reprisal against any member of the NUST community who makes use of this policy (formally or informally). NUST also prohibits such threats or actions against anyone who participates (e.g. testifies, assists, etc.) in the

inquiry committee's or the Appellate Body's proceedings held under its jurisdiction.

- (2) Retaliation or any other action against a complainant of harassment is to be taken seriously under the provisions of this policy. All allegations of retaliation would be investigated formally by the inquiry committee under the purview of this policy, and if substantiated, will result in appropriate disciplinary action the penalties noted in Section 16(a) above and this may be taken in subsumption within the original complaint.

17. **Appeal Mechanism/s**

- a. As per HEC-2025 policy against harassment and the Act-2010, both the complainant and the accused shall have a right to appeal the decision of the Inquiry Committee within a period of 30 working days from the date of notification of the decision.
- b. Any party aggrieved by the decision of the Competent Authority on whom a minor or major penalty is imposed may, within thirty working days of written communication of the decision, prefer an appeal to an Ombudsman established under section 7 of the Harassment Act. In the case of an accused student, the appeal may be submitted to the competent authority against the decision of the inquiry committee.
- c. There shall be a three-member appellate body (the "Appellate Body") appointed by the VC/Rector that shall include at least one senior member of the HEI administration (at the level of dean or equivalent) and at least one of the members of which shall be a woman. No member of the Inquiry Committee shall concurrently be a member of the Appellate Body. In case the complaint has been made against one of the members of the appellate committee, that member shall be replaced by another (impartial member) for that particular case.
- d. An appeal to the Appellate Body against the decision of the Inquiry Committee can be filed on the following grounds:
 - (1) The alleged conduct does or does not fall within the scope of this policy.
 - (2) The Inquiry Committee decided without consideration of material information.
 - (3) The imposed penalty is unfair because it is disproportionate or

materially different from that imposed for similar misconduct; or

- (4) The adjudication process followed by the Inquiry Committee was procedurally unfair.
 - e. To reach its decision, the Appellate Body may communicate with the parties, the members of the Inquiry Committee, or other members of the HEI community as it deems fit.
 - f. The Appellate Body may, in consideration of the appeal and any other relevant material, confirm, set aside, vary, or modify the decision within 30 working days in respect to which such an appeal is made, and shall communicate the decision to both the parties, the competent authority, and the Inquiry Committee.
18. **Procedure Where Complainants are Unwilling to File A Written Complaint**
- a. If the Inquiry Committee receives repeated allegations of offenses against the same person but each of the persons making allegations is unwilling to file a written complaint and appear as complainant, and if the circumstances are considered by the Inquiry Committee to be such that a complaint should be lodged, they will inform the Rector and a fact-finding initiative shall commence.
 - b. The Inquiry Committee can summon potential witnesses in the context described in this respect and make all efforts to make the circumstances safer for anyone who may wish to come forward with a formal complaint.
 - c. If the Inquiry Committee finds evidence of harassment but a formal complaint not filed / processed, they will try to find solutions and take steps to make the environment harassment free.
19. **Measures for Prevention**
- a. Education is essential for sensitizing the NUST Community to eliminate harassment on campus. This may be done in multiple ways that include but are not limited to the following.
 - b. This Policy or its excerpt shall be:
 - (1) Available on the NUST website.
 - (2) A part of NUST UG/PG Handbooks and admission undertakings.
 - (3) A part of new employees undertaking and training.
 - (4) Displayed in prominent locations on campus.
 - c. Setting up of an urgent response system to timely and efficiently handle

- such situations. This should comprise of senior faculty members who are duly trained and sensitized on the issue.
- d. All departments at NUST must disseminate and display information on what constitutes harassment, how to respond to it and what to do when someone asks for advice about harassment.
 - e. NUST shall endeavour that its relevant members (such as members of the Inquiry Committee, and HR personnel) attend training to educate themselves on harassment and the laws. Once trained, designated HR personnel shall be made responsible for educating all personnel/staff/faculty that enter the NUST employment. This will be an ongoing activity.
 - f. All staff and students of NUST should receive orientation/introduction at the commencement of the NUST association with NUST with respect to inter alia, harassment, reporting, preliminary actions to be taken, confidentiality. The staff and students should be provided with basic information such as names, titles and contact information of those people or the office designated to receive complaints, and where victims can report harassment. Moreover, the teachers, staff, administration should be competent to handle situations where if a complainant does not know where to report an incident, or does not feel comfortable reporting directly to the designated person, then they can report the incident to any person on campus that they trust and that person can then guide the complainant and facilitate reporting of the complaint for resolution.

Consensual Relationship within the NUST Community

20. In contrast to harassment conduct, personal relationships among consenting adults of the NUST Community that do not breach the social and cultural norms of society and occur outside NUST premises are, in general, a private matter. However, under this Policy, it is highly inappropriate for any member of the NUST Community to establish an intimate relationship with a student, subordinate or colleague on whose academic or work performance they will be required to make professional judgments. This Policy requires that the individual may not involve themselves in such conduct as the professional responsibility for supervision or oversight would be affected in case such an intimate relationship develops during the working relationship. Relationships with a difference in power and authority

can seriously affect institutional working as well as the credibility of all concerned.

Comments of Academics Directorate

21. The proposal was deliberated and endorsed by UCAP held on 30 Jan, 2026.

Recommendation of Academics Directorate

22. The proposed policy is recommended for approval with immediate effect.

23. Academic council is requested for the decision.

Undertaking: Non-Contact During Case Proceedings

(To be submitted by both complainant and the accused)

In line with the NUST H-12 Harassment Policy, both complainants(s) and accused agree to maintain complete non-contact during case proceedings to ensure a safe, neutral, and respectful environment.

1. I undertake to maintain complete non-contact with the other party, directly or indirectly by any means (in-person, phone, email, or social media), throughout the proceedings.
2. I understand that any violation of this undertaking may result in disciplinary action under NUST rules and the Anti-Harassment Policy.
3. I agree to comply fully with all applicable regulations during the case proceedings.

Complainant / Accused (Name & Signature)

Date _____

Verified by: _____

Committee Chairperson / Inquiry Committee Representative

Countersigned By