

Sexual Harassment Policy

- (i) Provide the complainant with information about counselling available as well as information on how to access independent counselling services
 - (j) In appropriate circumstances, advise the complainant of her or his right to refer the matter to the NP and obtain further legal advice outside the University.
- 9.7 If a complainant, after consultation with the NP, does not wish to pursue the matter, and the complaint is judged by the **RO** to be of a serious nature, the **RO** shall refer the matter to the Advisory Panel. The **RO**, in consultation with the Advisory Panel, shall consider all relevant information, including but not limited to the following:
- (a) The risk to other persons in the University
 - (b) The severity of the sexual harassment or assault
 - (c) The history of the alleged perpetrator with regard to previous cases and complaints of sexual harassment or assault.
- 9.8 Where it appears to the **RO** and the Advisory Panel that there is a significant risk of harm to other persons, they may advise the Desk Officer to follow a formal procedure, irrespective of the wishes of the complainant. In such a case, the complainant must be advised accordingly and the **RO**, in consultation with the Advisory Panel, must prepare a written recommendation to the Vice-Chancellor, who shall exercise his discretionary powers to deal with the situation as may be appropriate to ameliorate the hurt in line with the provisions of this Policy. The recommendation shall include (but not limited to) the following:
- (a) A description of the alleged sexual harassment or assault
 - (b) The complainant's reasons for his/her unwillingness to pursue the matter further or to be called as a witness;
 - (c) Compelling reasons in support of a formal procedure

10 INFORMAL PROCEDURES

- 10.1 An informal procedure is a process, managed by the **RO**, in which relationships between a complainant and alleged perpetrator(s) are addressed with the aim of resolving a complaint in a manner that is satisfactory to the complainant and alleged perpetrator(s).
- 10.2 An alleged perpetrator has the right to refuse participation in informal proceedings and may exercise this right during any stage of the informal process. No negative inferences shall be drawn from refusal to consider, participate or withdraw from the informal process.

Sexual Harassment Policy

- 10.3 Where the right of refusal is exercised, the formal procedure takes effect immediately.
- 10.4 If the complainant opts for an informal procedure and the **RO** in consultation with the Advisory Panel believes that there are compelling reasons for the formal procedure to be followed as specified in Paragraph 9 above, the **RO** shall advise the complainant that the formal procedure shall be followed. The complainant shall be guided properly at the first instance.
- (a) The fact that the informal procedure took place
 - (b) The names of the participants
 - (c) The date, time and location of the alleged incident
 - (d) The outcome of the informal procedure
- 10.6 Informal proceedings require the written consent of both the complainant and the alleged perpetrator, and
- (a) The availability and implications of informal proceedings shall be explained to the complainant by the appointed **SHA**, before such proceedings
 - (b) With the consent of the complainant preparatory interviews with the alleged perpetrator may be held in the absence of the complainant and with any other person or persons that may provide information to assist with the informal process
 - (c) The structure, procedure and facilitation of any informal procedure will be agreed upon beforehand by the Desk Officer, complainant, the alleged perpetrator and **SHA**.
- 10.7 The informal procedure may include:
- (a) An approach to the alleged perpetrator with or without revealing the identity of the complainant (depending on the choice of the complainant) with information that certain forms of conduct may constitute sexual harassment or assault
 - (b) A discussion where the objective is to give the alleged perpetrator an opportunity to apologise, if the victim is favourably disposed to such an approach. The Desk Officer and **SHA** will facilitate the terms, conditions and acceptance of such an apology
 - (c) The presentation of the case in confidence to a group of not more than four persons (including the Case Facilitator), to consider suggestions and to make recommendations that may achieve a resolution based on an agreement between the alleged perpetrator and the complainant. The choice of participants in the discussion will be at the discretion of the Case Officer in consultation with the **SHA**.

Sexual Harassment Policy

- 10.8 Every effort shall be made to conclude the informal procedure within fourteen days of the incident being reported to the **RO**.
- 10.9 Strict confidentiality regarding the process, participants and report will be maintained throughout this process.

11 FORMAL PROCEDURES

- 11.1 A complainant may wish to initiate the formal proceedings, without first following the informal proceedings, depending on the nature of the sexual harassment.
- 11.3 If the complainant wishes to proceed with a formal procedure, he or she shall notify the Case Officer of such intention, and be ready to sign a written statement providing full particulars of the alleged sexual harassment or assault
- 11.4 The formal processes for the presentation of the complainant's case shall be as applicable to the rules and regulations provided for in the employee disciplinary procedure (see definitions section1.7)

12. PENALTIES

- 12.1 Any student or group of students against whom cases of sexual harassment are established in line with the provisions of this policy shall be referred to the SDRMC relevant organs of the University for summary investigation
- 12.2 If found guilty as charged, the guilty party shall be recommended to the Senate of the University for rustication or outright expulsion, depending on the weight of evidence
- 12.3 Similarly, employees of the University against whom cases of sexual harassment are established shall be referred to the SSDC or JSDC and if found guilty shall be subject to various sanctions including suspension or outright termination of appointment, as may be deemed fit by these committees
- 12.4 A Visitor, Consultant or Service Provider to the University against whom a case of sexual harassment is established shall be apprehended and handed over to law enforcement agencies for immediate prosecution. The University, through the Reporting Office, shall provide all relevant documentation and support services aimed at facilitating prompt prosecution of the suspect. Their contracts will be revoked if found guilty without any legal consequence

Sexual Harassment Policy

- 12.5 Failure to disclose a consensual sexual or romantic relationship between staff and student shall be deemed improper behavior and may give rise to disciplinary action.
13. This Sexual Harassment Policy shall come into effect from **Tuesday, October 29, 2019**

Nothing in the provisions of this Policy shall supersede the *University of Port Harcourt Act* or the *Constitution of the Federal Republic of Nigeria*.

DATED THIS TUESDAY, OCTOBER 29, 2019

SAY NO TO Sexual Harassment

- ❖ Have you ever been sexually harassed?
- ❖ Have you been in a position in which you felt vulnerable to sexual predators?
- ❖ Have you been inappropriately touched or experienced unwanted sexual advances through verbal or non-verbal communication?
- ❖ Did you feel abandoned and left to live through in silence?
- ❖ Did you report your experience to anybody for redress?
- ❖ Have ever been threatened by anybody with power that could determine your fate either in the workplace or learning environment?
- ❖ Did you feel powerless in such a situation?
- ❖ Have you ever challenged a sexual predator?
- ❖ Did you feel that nobody was available to hear your story and help you?

The University of Port Harcourt **Steering Committee on Sexual Harassment** will empathetically listen to your story and treat your case under strict confidential cover.

Those who made or still plan to make unwanted sexual advances at you or act in a manner that debases your personal dignity and right to choose will be identified, named and shamed.

They will be made to face the consequences of their sadistic instinct. It is unrelenting war on any ***Randy Romeo*** or ***Stalking Juliet***.

Don't keep quiet. Report all cases of sexual harassment to the Steering Committee today. We are able, ready and willing to deal dispassionately with every reported case of unwanted sexual advance, assault or rape. Don't bottle up your experiences or die in silence. Don't cover up sexual predators.

Don't allow anybody to blackmail you in accepting indecent proposals. Be bold!

Speak out!!

Report your attackers!!!

We are here to help all victims of sexual harassment in line with the Policy Document enunciated by the University of Port Harcourt.

All sexual predators will be summarily dealt with under this Policy

All staff and students must be responsible and control themselves.

Helpline: 08164120009, 07010300350
E-mail: uniportshresponse@gmail.com

Let us join hands to end Sexual Harassment today!!!

Issued by:
The Steering Committee on Sexual Harassment



Sexual Harassment Policy

POWERED BY

Steering Committee on Sexual Harassment
Office of the Vice Chancellor

