

<b>GATEWAY</b> <b>EDUCATION</b> Delhi-NCR, Sonapat	<b>Office Order</b>  <b>Policy on Gender Equality and Gender Sensitisation</b>	DOC: GE/HE/DG OFFICE/2025/190 REV: - DATE: 01 Nov 25 PAGE: 1 of 5
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### 1. Introduction

Gateway Education is committed to fostering an inclusive, safe and equitable learning and working environment for all members of its community. Recognising that gender equality is a fundamental human right and essential for holistic development, this policy affirms our dedication to promoting gender sensitivity, eliminating discrimination and ensuring equal opportunities for all genders in every sphere of institutional life.

Gateway Education affirms its unwavering commitment to the constitutional values of equality, dignity, and justice. This policy upholds the spirit of the Constitution of India, particularly:

Article 14 – which guarantees Equality before Law and Equal Protection of the Laws to all persons.

Article 15 – which prohibits discrimination on the grounds of religion, race, caste, sex, or place of birth and empowers the State to make special provisions for women and other disadvantaged groups.

Article 21 – which guarantees the Right to Life and Personal Liberty, encompassing the right to live with dignity, safety and respect.

In alignment with these constitutional provisions, Gateway Education is committed to creating an inclusive, safe and equitable educational environment that values gender diversity and ensures equality of opportunity for all members of its community.

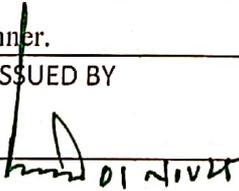
### 2. Purpose

The purpose of this policy is to:

- (a) Promote awareness, understanding and respect for gender diversity.
- (b) Eliminate gender-based discrimination, bias and stereotypes.
- (c) Create a safe, inclusive and equitable environment for all students, staff and stakeholders.
- (d) Integrate gender sensitisation into the curriculum, institutional activities and organisational culture.

### 3. Scope

This policy applies to all students, faculty, administrative staff, contractual employees and visitors associated with Gateway Education. It covers all academic, administrative and extracurricular activities conducted on campus or under the institution's banner.

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Principal  
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 Sector-11, Sonapat-131001 (Haryana)

Dr. (Col) A Garg  
 Director General  
 Gateway Education

**4. Objectives****4.1 Ensure Equal Opportunities:**

Guarantee equitable access to education, employment, training and leadership opportunities for all genders.

**4.2 Promote Gender Sensitisation:**

Build awareness and empathy among students and staff regarding gender-related issues through training, workshops and continuous dialogue.

**4.3 Prevent Gender-Based Discrimination and Harassment:**

Enforce zero tolerance towards gender-based violence, discrimination, or harassment in any form.

**4.4 Foster Inclusive Practices:**

Integrate gender perspectives in curriculum design, pedagogy, research and institutional governance.

**5. Policy Guidelines****5.1 Equal Opportunity**

All academic and employment opportunities shall be free from gender bias. Recruitment, promotions, and admissions shall ensure representation and equity.

**5.2 Sensitisation and Capacity Building**

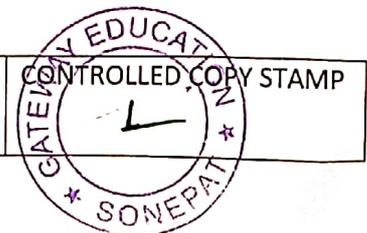
- (a) Regular gender sensitisation workshops, seminars and orientation programmes shall be conducted for students, staff and faculty.
- (b) Gender studies, human rights and inclusion modules shall be integrated into academic curricula where relevant.
- (c) A Gender Sensitisation Cell or Internal Complaint Committee (ICC) shall be established to oversee policy implementation and awareness activities.

**5.3 Safe and Inclusive Campus Environment**

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Director General  
Gateway Education



**Office Order**  
**Policy on Gender Equality and Gender**  
**Sensitisation**

- (a) The institution shall maintain gender-neutral facilities (where feasible), such as restrooms and counselling spaces.
- (b) Strong grievance redressal mechanisms shall address complaints of gender-based harassment or discrimination confidentially and promptly.
- (c) Campus infrastructure, communication materials and activities shall reflect gender inclusivity.

**5.4 Representation and Leadership**

- (a) Encourage women and gender-diverse persons in decision-making roles and institutional committees.
- (b) Periodically review gender representation statistics to identify and address imbalances.

**5.5 Monitoring and Evaluation**

- (a) The Gender Sensitisation Cell shall submit an annual report on gender equality initiatives and outcomes.
- (b) Periodic audits and surveys shall assess institutional climate regarding gender inclusivity.

**6. Roles and Responsibilities**

**6.1 Management:** Ensure policy implementation, resource allocation, and compliance with legal frameworks.

**6.2 Human resource:**

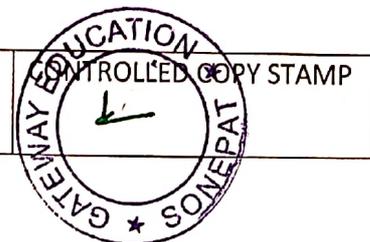
- (a) To design gender-neutral job descriptions and advertisements.
- (b) Promote equal opportunity hiring practices by avoiding bias in screening and interviews.
- (c) Ensure gender-balanced interview panels and shortlist representation.
- (d) Track and report gender ratios at each recruitment stage.
  - (i) Conduct regular pay audits to detect and correct gender pay gaps.
  - (ii) Provide transparent promotion and appraisal systems.
  - (iii) Support women's career advancement through mentoring, leadership training and development programs

SUBMITTED BY

*Tanushree & Design*

APPROVED & ISSUED BY

*Dr. (Col) A Garg*  
01 Nov 25



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**6.3 Gender Sensitisation Cell/ Internal Complaint Cell**

- (a) Plan and execute sensitisation programmes.
- (b) Collect feedback and monitor the campus environment.
- (c) Liaise with external agencies, NGOs and experts on gender issues.

**6.4 Student welfare cell**

- (a) To ensure equal participation of the students in all student-led activities
- (b) Organize **workshops, seminars and campaigns** on gender sensitivity, equality and inclusivity.
- (c) Educate students about **gender rights, laws and university policies** (e.g. anti-harassment and anti-discrimination policies).
- (d) Regularly assess the effectiveness of gender equality initiatives and make improvements.

**6.4 Faculty and Staff**

- (a) Integrate gender perspectives in teaching and interactions.
- (b) Promote respectful communication and act as role models for inclusivity.
- (c) Encourage students of all genders to participate equally in academic, cultural, and leadership activities.
- (d) Mentor students—especially those from underrepresented genders—to build confidence and pursue their goals.

**7. Grievance Redressal**

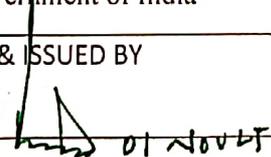
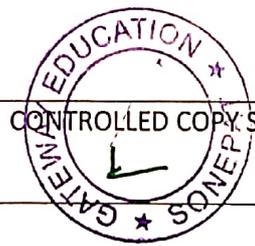
Complaints related to gender discrimination or harassment shall be handled by the Internal Complaint Committee (ICC) as per institutional policy and in line with legal provisions such as the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

**8. Review and Amendment**

This policy shall be reviewed biennially or as needed to ensure continued relevance and alignment with national and international frameworks on gender equality and inclusion.

**9. References**

- (a) National Policy for Women, (2016) Government of India

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- (b) University Grants Commission (UGC) Guidelines on Gender Champions in Educational Institutions
- (c) Sustainable Development Goal (SDG) 5 – Achieve Gender Equality and Empower All Women and Girls
- (d) Article 14, 15, and 21 of the Indian Constitution

### 10. Approval and Implementation

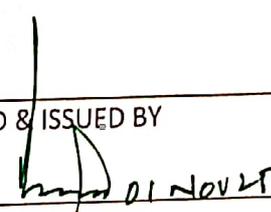
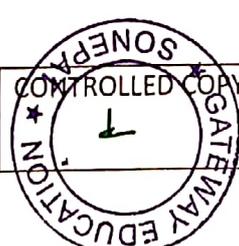
This policy comes into effect upon approval by the Governing Body of Gateway Education. All departments and affiliated institutions shall ensure.



**Dr. (Col) A Garg**  
**Director General**

**Distribution:** Principal GCAD, Principal GIET, Principal GCP, Director Admissions & Placements, Dean Academics, Dean R&D, Dean SW, HoD DCS, HoD DMS, HoD DCA, Head IIC & E, Head Consultancy Cell, Head Admin & EEM Cell, Registrar, Head HR, Head ITS, Estate Officer & Head Maintenance, Head Purchase, Head AS&H, COE, IQAC Coordinator and All Teaching & Non-Teaching Staff

**Copy to:** Chairman, Executive Chairman & Executive Directors

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