



AFRICA CENTRE OF EXCELLENCE ON
TECHNOLOGY ENHANCED LEARNING (ACETEL)
NATIONAL OPEN UNIVERSITY OF
NIGERIA (NOUN)

SEXUAL HARASSMENT POLICY

The Centre is at the fore front of promoting gender equality in the University community. It also encourages the formation of an enabling work and study environment for both staff and students. ACETEL, acknowledges that while sexual harassment is not limited to women, and therefore, as part of efforts to create this enabling environment, will continue to raise the level of moral standards among staff and students. The Centre is therefore dedicated to enlightening its public on the evils of sexual harassment and other associated anti - social conduct. Sexual harassment has very grave effects on the overall productivity of staff and students in the university. Consequently, it is a very serious infraction, requiring punitive actions.

Examples of conducts that may constitute sexual harassment, among others are:

- Sexual pranks, teasing, vulgar jokes
- Verbal abuse of a sexual nature
- Physical touching of a sexual nature
- Giving sexually suggestive gifts
- Making sexually suggestive gestures
- Posting sexually suggestive pictures
- Unwanted hugging
- Groping without permission.
- Forceful sexual intercourse (Rape)

Policy Statement 1

To enlighten all staff / learners about the impacts and ills associated with sexual harassment, and thereby create a sense of social responsibility.

Implementation Strategies

- i. Adopt and implement the university's Anti - Sexual Harassment policy.
- ii. Produce and disseminate a code of conduct leaflet and on the university's website issues on anti- sexual harassment at the start of every academic session.
- iii. Incorporation of the anti-sexual harassment policy into the staff conditions of service.

Policy Statement 2

The University ensures an environment, free of sexual harassment for all and achieve gender equity and equality.

Implementation Strategies

- i. Formulate procedures to be followed in cases of sexual harassment.
- ii. Institute structures like the Anti-Sexual Harassment Committee to ensure fair hearing for all parties.

- iii. Institutionalise support for victims of Sexual harassment by designated Counsellors.

Procedures to be followed by Complainants

- i. Filing complaints
- ii. Follow up with face-to face interaction with members of the Anti-Sexual Harassment Committee.
- iii. Complainants are encouraged to provide substantial or circumstantial evidence.

N.B

- The composition of the committee will have a representative for either staff or student depending on the complainant.
- Where the matter is reported to the Police or other Security Agencies directly, the Centre will not take any action, in order not to interfere with the police investigation and findings. On completion of the police investigations, the Centre can take appropriate actions according to its policies, code of conducts and bylaws.

Review Mechanisms

- i. When the complainant is a student, and is not satisfied with the outcome, he/she can appeal to University Senate.
- ii. Where the complainant is a staff, and is not satisfied with the decision, he/she can appeal to the University Council.

Advice to prevent Sexual Harassment

- i. Students/staff should be security conscious always, and must avoid situations that can compromise their safety, therefore students are advised to avoid lonely, remote places and paths.
 - ii) Counselling on Sexual harassment should be an integral part of the Orientation exercises.

Responsibilities of the university management

- i. The university shall implement the Anti- Sexual Harassment Policy.
- ii. There shall be prompt investigation of cases of sexual harassment.
- iii. The university's management should institute appropriate disciplinary action for offenders.

Policy Statement 3

- i. The university advises all staff and students to report incidences of sexual harassment and vices to the designated quarters for appropriate action., while the university ensures the privacy of all complainants**

The university recognizes that there are incidences of false accusations of sexual harassment, it shall take appropriate measures to punish accusers, if claims of sexual harassment is discovered to be false.

Implementation Strategies

The Anti-Sexual Harassment Committee will:

- i. Obtain the victim's consent to proceed and write a report to the Centre/ University management.
- ii. Start appropriate processes outlined in 8.1 above.
- iii. Make recommendations commensurate with offence, such as suspension, demotion, loss of remuneration, loss of promotion, dismissal, expulsion (students) and warning.

The university's management will:

- iv. Implement sanctions/ recommendations within the shortest time possible.

- v. Create an institutionalized procedure for workshop training on Anti-Sexual Harassment for counselors and other interested members of the Centre Community.
- vi. Ensure that the policy shall be extensively disseminated to every member of the University community through appropriate channels.
- vii. Be fully committed to the implementation of the policy.
- viii. Initiate an internal complaints procedure that ensures privacy of all parties involved.

Policy Statement 4

To regularly monitor and evaluate the policy process to determine the level of implementation and progress in attaining aims of policy

Implementation Strategies

The university's management will:

- i. Ensure that there is a mechanism in place for tracking cases of sexual harassments and their resolutions.
- ii. Compile reports annually on the implementation progress of this policy, for research purposes and evaluation.

Disciplinary Actions

The Centre shall create and implement a disciplinary action process to ensure equality and consistency across all cases of sexual harassment in the university as contained in the Staff Conditions of Service and student handbook.