



SAI RAM INSTITUTE OF TECHNOLOGY

An Autonomous Institution | Affiliated to Anna University & Approved by AICTE, New Delhi

Accredited by NBA and NAAC 'A+' | An ISO 9001:2015 Certified and MHRD NIRF ranked institution

Sai Leo Nagar, West Tambaram, Chennai - 600 044. www.sairamit.edu.in

Founder Chairman : MJF. Ln. Leo Muthu



REF: SIT/SDG/2021-22

POLICY ON TRANSGENDER

With effect from January 2019

Revised in January 2022

WELFARE OF TRANSGENDER PERSONS AS STUDENTS SLEW OF MEASURES BY INSTITUTION IN LAST THREE YEARS

Moving towards a Gender-inclusive society

(Women Empowerment and gender equality)

The Government of India, has made consistent and significant efforts in designing and working towards a trans-inclusive society. Safeguarding the fundamental right - 'to live life with dignity' under Article 21 of the Constitution, this document forms certain measures and policies for the third gender.

Status of Transgender Persons in India

The Transgender Persons (Protection of Rights) Act, 2019 defines "Transgender person", as a person whose gender does not match with the gender assigned to that person at birth and includes trans-man or trans-woman (whether or not such person has undergone Sex Reassignment Surgery or hormone therapy or laser therapy or such other therapy), person with intersex variations, genderqueer and person having such socio-cultural identities as kinner, hijra, aravani and jogta.

Purpose:

Our Institution does not discriminate in any way on the basis of sex, sexual orientation, gender identity, or gender expression. This policy is designed to create a safe and productive workplace environment for all students and employees. This policy sets forth guidelines to address the needs of transgender and gender non-conforming students, employees and clarifies how the law should be implemented in situations where questions may arise about how to protect the legal rights or safety of such employees. This policy does not anticipate every situation that might occur with respect to transgender or gender non-conforming employees, and the needs of each transgender or gender non-conforming employee must be assessed on a case-by-case basis. In all cases, the goal is to ensure the safety, comfort, and healthy development of transgender or gender non-conforming students, employees while maximizing their environment integration and minimizing stigmatization .



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Measures for Protection and Welfare of the Transgender Persons in India

Transgender persons have faced several issues of discrimination, historically, like exclusion from their families, absence of dignified livelihoods, and inadequate access to health, shelter, welfare, and employment.

The Institution has enacted and issued several welfare acts and rules to address these issues for the provision of identity, education, skill development, and protection of rights against any harassment, which are mentioned below:

Definitions

The definitions provided here are not intended to label students & employees but rather to assist in understanding this policy and the legal obligations of employers. They may or may not use these terms to describe themselves.

Gender identity

A person's internal, deeply-felt sense of being male, female, or something other or in-between, regardless of the sex they were assigned at birth. Everyone has a gender identity.

Gender expression

An individual's characteristics and behaviors (such as appearance, dress, mannerisms, speech patterns, and social interactions) that may be perceived as masculine or feminine.

Transgender

An umbrella term that can be used to describe people whose gender identity and/or expression is different from their sex assigned at birth. - A person whose sex assigned at birth was female but who identifies as male is a transgender man (also known as female-to-male transgender person, or FTM). - A person whose sex assigned at birth was male but who identifies as female is a transgender woman (also known as male-to-female transgender person, or MTF). - Some people described by this definition don't consider themselves transgender – they may use other words, or may identify simply as a man or woman. A person does not need to identify as transgender in order for an employer's nondiscrimination policies to apply to them.

Gender non-conforming

This term describes people who have, or are perceived to have, gender characteristics and/or behaviors that do not conform to traditional or societal expectations. Keep in mind that these expectations can vary across cultures and have changed over time.



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Transition

The process of changing one's gender from the sex assigned at birth to one's gender identity. There are many different ways to transition. For some people, it is a complex process that takes place over a long period of time, while for others it is a one- or two-step process that happens more quickly. Transition may include "coming out" (telling family, friends, and coworkers); changing the name and/or sex on legal documents; and, for many transgender people, accessing medical treatment such as hormones and surgery.

Sexual orientation: A person's physical or emotional attraction to people of the same and/or other gender. Straight, gay, and bisexual are some ways to describe sexual orientation. It is important to note that sexual orientation is distinct from gender identity and expression.

Transgender people can be gay, lesbian, bisexual, or straight, just like non-transgender people.

LGBT

A common abbreviation that refers to the lesbian, gay, bisexual, and transgender community

Specific Policies

Privacy

Transgender students & employees have the right to discuss their gender identity or expression openly, or to keep that information private. They get to decide when, with whom, and how much to share their private information. Information about an employee's transgender status or about student (such as the sex they were assigned at birth) can constitute confidential medical information under privacy laws like HIPAA. Management, human resources staff, or coworkers should not disclose information that may reveal an employee's and students transgender status or gender non-conforming presentation to others. That kind of personal or confidential information may only be shared with the transgender employee's and student's consent and with coworkers who truly need to know to do their jobs.

Official Records

Our Institution will change an employee's and students's official record to reflect a change in name or gender upon request from them. Certain types of records, mentor book, history card, personal file relating to academics and performance and for employees records relating to payroll and retirement accounts, may require a legal name change before the person's name can be changed. Most records, however, can be changed to reflect a person's preferred name without proof of a legal name change.



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A transgender employee has the right to be addressed by the name and pronoun corresponding to their gender identity. Official records will also be changed to reflect their new name and gender upon the student or employee's request. If a new student or transitioning employee has questions about records or ID documents, they should contact ICC cell.

An employee and student has the right to be addressed by the name and pronoun that correspond to their gender identity, upon request. A court-ordered name or gender change is not required. The intentional or persistent refusal to respect an employee's gender identity (for example, intentionally referring to the employee or a student by a name or pronoun that does not correspond to their gender identity) can constitute harassment and is a violation of this policy.

Transitioning on the Job

Employees who transition on the job can expect the support of management and human resources staff. HR will work with each transitioning employee individually to ensure a successful workplace transition. Insert specific guidelines appropriate to your organizational structure here, making sure they address:

- » Who is charged with helping a transitioning employee manage his/her workplace transition, » What a transitioning employee can expect from management, Model Transgender Employment Policy 6
- » What management's expectations are for staff, transitioning employees, and any existing lesbian, gay, bisexual, transgender (LGBT) employee resource group in facilitating a successful workplace transition, and
- » What the general procedure is for implementing transition-related workplace changes, such as adjusting personnel and administrative records, and developing an individualized communication plan to share the news with coworkers and clients.

Sex-segregated job assignments & classrooms

For sex-segregated jobs, transgender employees will be classified and assigned in a manner consistent with their gender identity, not their sex assigned at birth.

For students they are assigned with the same classroom environment as of others without discrimination.



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Restroom Accessibility

Students & Employees shall have access to the restroom corresponding to their gender identity. Any employee who has a need or desire for increased privacy, regardless of the underlying reason, will be provided access to a single-stall restroom, when available. All students & employees have a right to safe and appropriate restroom facilities, including the right to use a restroom that corresponds to their gender identity, regardless of the employee's sex assigned at birth. That is, transgender women must be permitted to use the women's restroom, and transgender men must be permitted to use the men's restroom. That decision should be left to the transgender employee and student to determine the most appropriate and safest option for them. Some employees – transgender or non-transgender – may desire additional privacy. Where possible, an employer or student will make available a unisex single-stall restroom that can be used by any employee who has a need for increased privacy, regardless of the underlying reason. For example, if any student or employee does not want to share a multi-person restroom with a transgender coworker, they can make use of this kind of option, if available.

Locker Room Accessibility

All employees have the right to use the locker room that corresponds to their gender identity. Any employee who has a need or desire for increased privacy, regardless of the underlying reason, can be provided with a reasonable alternative changing area such as the use of a private area, or using the locker room that corresponds to their gender identity before or after other employees). Any alternative arrangement for a transgender employee will be provided in a way that allows the employee to keep their transgender status confidential.

Dress Codes

Our Institution does not have dress codes that restrict students and employees' clothing or appearance on the basis of gender. Transgender and gender non-conforming employees have the right to comply with professional dress codes in a manner consistent with their gender identity or gender expression.



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Discrimination/ Harassment

It is unlawful and violates Institution policy to discriminate in any way (including, but not limited to, failure to hire, failure to promote, or unlawful termination) against an student and employee because of their actual or perceived gender identity. Additionally it also is unlawful and contrary to this policy to retaliate against any person objecting to, or supporting enforcement of legal protections against, gender identity discrimination in employment. Our Institution is committed to creating a safe learning and work environment for transgender and gender non-conforming student ,employees. Any incident of discrimination, harassment, or violence based on gender identity or expression will be given immediate and effective attention, including, but not limited to, investigating the incident, taking suitable corrective action, and providing student and staff with appropriate resources.



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