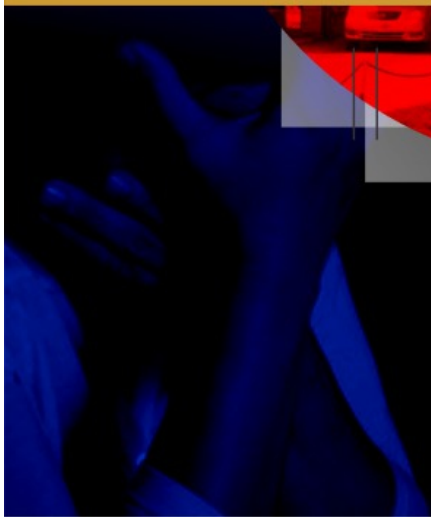




Lagos State University

Policy on
**SEXUAL ABUSE
AND GENDER
BASED VIOLENCE**

2022



LAGOS STATE UNIVERSITY

POLICY ON **SEXUAL ABUSE AND** **GENDER-BASED VIOLENCE** ***2022***

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Foreword

For several years, state and non-state actors have stepped up advocacy and championed legislations aimed at stemming the tide of gender based violence globally.

We live in challenging times. No effort is too much in making our community a safe haven. As the chair of the Governing Council of the Lagos State University, I am therefore pleased with this revised policy document and other proactive measures taken so far by the University Management at preventing and as well, combating incidents of gender-based violence in the University.

This revised policy reflects current knowledge, legislations and accepted best practices for safeguarding members of staff, students and visitors to the University against various forms of gender-based violence. It clearly defines modes of conduct and reflects the University's core values of responsiveness, empathy, diligence and integrity.

I must add that this policy document gives a complete overview of what Lagos State University has done and is doing on sexual and gender-based violence and outlines how we are working to incorporate this 'zero tolerance policy' into our institutional culture. On this note, I commend all those whose hard work contributed to the success of this valuable document.

Assuredly, the Lagos State University has a global focus, with a strong emphasis on excellence in teaching, research and community service. We are poised to give our staff and students a platform to achieve their full potentials without any distraction.

Ensuring all forms of gender-based violence as well as other anti-social behaviours have no place in our University is a collective responsibility and this is also achievable.

I urge every member of the University Community to act right at all times.

Sir David O. A. Sunmoni, FCA, KJW

*Pro-Chancellor and Chairman, Governing Council
Lagos State University*



Preface

This revised policy document is a testament to the commitment of the Lagos State University Management at leaving no stone unturned in a bid to guarantee a safe community to work, study and thrive, devoid of any form of sexual abuse and gender-based violence. Gender-based violence is inhumane and inimical to the health, safety and dignity of an individual. Though women and the girl child are majorly, the victims of gender-based violence, it affects everyone directly or indirectly, whether male or female, young or old and leaves its victims most times emotionally and psychologically traumatized. This document therefore aims to refocus the attention of members of the University Community as well as the general public to the need to step-up advocacy against all forms of sexual and gender based violence while encouraging prosecution of perpetrators of such violence and at the same time, taking steps to cushion the impact of such violence on victims.

We, at the Lagos State University, do not tolerate sexual or any other form of gender-based violence amongst staff and students. You will therefore find in this document, knowledge, insights and frameworks for handling incidence of sexual abuse and gender-based violence under the superintendence of the Centre for Response and Prevention of Sexual and Gender-Based Violence (CRPSGBV) of the University. The document outlines what sexual abuse and other forms of gender based violence are, procedures for reporting, investigating and documenting all claims, as well as disciplinary actions and sanctions arising thereof.

No doubt, sexual abuse and other forms of gender-based violence are preventable. The University Management, through the Centre for Response and Prevention of Sexual and Gender-Based Violence, will not relent in its efforts at tackling the menace. Other members of the University Community must therefore support and be committed to promoting healthy interpersonal relationships.

Together, we can make the Lagos State University and indeed the world sexual and gender-based violence free!

Professor Ibiyemi Ibilola Olatunji-Bello, mni

Vice Chancellor

Lagos State University



Acknowledgement

The Lagos State University Sexual Abuse and Gender-Based Violence Policy was borne out of the need for holistic and inclusive approach to issues of School Related Gender-Based Violence and in line with international standards/best practices.

We would like to thank the Management Team of Lagos State University under the visionary leadership of the Vice Chancellor, Professor Ibiyemi Ibilola Olatunji-Bello, mni; the Deans of Faculties and Schools (Prof Olagunju Anthony Gbadebo, Dean, Law; Prof Salisu, Taiwo Moshood, Dean, Arts; Prof Makinde, Solomon Olanrewaju, Dean, Education; Prof Akintola Shehu Latunji, Dean, Science; Prof Akewushola, Raheem Olasupo, Dean, Management Sciences; Prof Omobitan, Olufunso Abayomi, Dean, Social Sciences; Prof Louis C. Ajonuma, Dean, Basic Medical Sciences; Prof Yemitan, Omoniyi Kayode, Dean, Basic Clinical Sciences; Prof Raji Nurudeen Adekunle, Dean, Engineering; Prof Alawode Sunday Olayinka, Dean, Communication; Prof Asenime, Charles O., Dean, School of Transport; Prof Olagunju Joseph Abayomi, Dean, Postgraduate School; Prof Idowu Olufemi Emmanuel, Dean, Clinical Sciences; Prof Abanikannda, Olatunji Tajudeen, Ag. Dean, School of Agriculture; Prof Balogun Babajide Olawale, Ag. Dean, Allied Health Sciences; Dr Okoruto, Martin Eyituoyo, Ag. Dean, Dentistry; Dr Oshikoya, Kazeem Adeola, Ag. Dean, Pharmacy; Dr Akoteyon Isaiah Sewanu, Ag. Dean, Environmental Sciences; Dr. Makinde Omawumi Orighomisa, Ag. Dean, School of Library, Archival & Information Sciences) as well as the Deputy Registrar, Legal (Mrs. O. O. Boyejo) for their contributions in the development this policy Document.

At the Centre for Response and Prevention of Sexual and Gender-Based Violence (CRPSGBV), I would like to thank the Assistant Directors, Dr Oluremi Savage (AD, Sexual Harassment), Dr Olawunmi Macaulay- Adeyelure (AD, Rape Issues) and Dr Samod Lawal- Arogundade (AD, Gender Violence) as well as other members of the SGBV Response Team (Dr J. O. Ayeni, Deputy Registrar, Counselling; Mrs Opeyemi Awonusi, A., Chief Medical Officer and Mrs A. O. Adegbola, Principal Security Officer); the Administrative Staff of the Centre: Mrs Akinyemi Olasunbo (Principal Assistant Registrar) and Mr Sunday Alao (Higher Executive Officer).

The contributions of the EU-UN Women Monitoring Team, Governmental and Non-Governmental Organisations are duly acknowledged.

You are all highly appreciated.

Dr Igot OFEM

Ag. Director,

*Centre for Response and Prevention of Sexual
& Gender-Based Violence (CRPSGBV)*

Lagos State University

Table of Contents

Page

Forward		iv
Preface		v
Acknowledgement		vi
Table of Content		vii
Acronym		ix
SECTION 1	PREAMBLE	1
Section 1.0	Purpose of Policy	1
Section 1.1	Policy Objectives	1
Section 1.2	Scope of Application	2
SECTION 2	DEFINITIONS	3
Section 2.0	Sexual and Gender-Based Violence	3
Section 2.1	Consent	4
Section 2.2	Elements of Sexual Abuse and Gender - Based Violence	4
		5
Section 2.3	Circumstances in which Sexual Abuse and Gender-Based Violence can occur	
Section 2.4	Conduct which constitute Sexual and Gender-Based Violence	5
Section 2.4.1	Sexual Violence	5
Section 2.4.2	Physical Violence	8
Section 2.4.3	Psychological Violence	8
Section 2.5	Effects of Sexual Abuse and Gender-Based Violence	8
SECTION 3	RESPONSE MECHANISM	10
Section 3.0	Reporting, Investigation and Adjudication	10
Section 3.1	Reporting Sexual Abuse and Gender-Based Violence Incident	10
Section 3.2	Investigating Sexual Abuse and Gender Violence Incident	11
SECTION 4	PENALTIES	13
Section 4.0	Disciplinary Measures	13
Section 4.1	Disciplinary Committee and Hearing	13
Section 4.2	Sexual and Gender-Based Violence Offenses and Penalties	14
SECTION 5	PREVENTION	15
Section 5.1	Preventive Measures of Sexual Abuse and Gender-Based Violence Incident	15
SECTION 6	DUTIES AND RESPONSIBILITIES	16
Section 6.1	Role of the Management of the University	16
Section 6.2	Role of the Centre for Response and Prevention of Sexual and Gender-Based Violence (CRPSGBV)	16

Section 6.2.1	Sexual and Gender-Based Violence (SGBV) Response Team	17
Section 6.3	Role of Students, Staff and Faculty	18
Section 6.4	Role of Partner Organisation	19
SECTION 7	DISSEMINATION OF THE POLICY	20
Section 7.1	Dissemination Obligation	20
Section 7.2	Communicating the Sexual Abuse and Gender-Based Violence Policy	20
Section 7.3	Education and Training	20
SECTION 8	FRIVOLOUS AND MALICIOUS ALLEGATIONS	21
SECTION 9	SAFETY AND SECURITY	22
Section 9.1	Protection Against Retaliation	22
Section 9.2	Rehabilitation of Sexual Abuse and Gender-Based Violence Survivor	22
SECTION 10	MONITORING AND EVALUATION	23
SECTION 11	REVIEW OF POLICY	24
SCHEDULE I	Sexual Abuse and Gender-Based Violence Policy Declaration Form	25
SCHEDULE II	Sexual Abuse and Gender-Based Violence Policy Complaint Form	26

Acronyms

CRPSGBV	– Centre for Response and Prevention of Sexual and Gender-Based Violence
DV	- Dating Violence
GBV	- Gender-Based Violence
NGO	– Non-Governmental Organisation
MDAs	– Ministries, Departments and Agencies
SGBV	- Sexual and Gender- Based Violence
SRGBV	– School Related Gender-Based Violence

SECTION 1: PREAMBLE

Sexual and Gender-Based Violence is a crime and intolerable in any society where fairness, equity and hard work is promoted. The Lagos State University as an institution of higher learning and employer of labour abhors all forms of discrimination and unequal treatment and is committed to maintaining a safe space and protecting students, staff and other stakeholders from abuse of position, authority or personal power by and between employees, and between employees and students; violence between student and student; staff and service providers/clients or third party and student/staff. This policy is premised on the obligations arising from the provisions of several international human rights instruments promoting the rights of women including freedom from being subjected to discrimination at the workplace and denied educational opportunities, to which Nigeria is a signatory and by virtue of which the country is committed to put in place measures to ensure their realisation. It is also in fulfilment of similar guarantees contained in the Nigeria 1999 Constitution. Finally, it is in tandem with relevant criminal laws such as the Criminal Law of Lagos State which prescribes sanctions for inappropriate sexual conducts including sexual harassment.

Section 1.0 Purpose of Policy

The purpose of this policy is to affirm the University's commitment to addressing Sexual Abuse and Gender-Based Violence, providing support to the individuals affected by it as well as outline the procedures for preventing, investigating and handling of allegations of Sexual and gender-based Violence. It is designed to ensure a safe and non-discriminatory educational and work environment.

Section 1.1 Policy Objectives

In implementing this policy, the University will be guided by the following specific objectives:

- a. To create a working, teaching and learning environment which is free from sexual and Gender-Based Violence and where all members of the university and its stakeholders are treated with dignity, courtesy and respect;

- b. Training and creating awareness to ensure that all staff, students and all other stakeholders are aware of their rights and responsibilities;
- c. Provide an effective procedure for complaints based on the principles of natural justice;
- d. Treat all complaints in a sensitive, fair, timely, and confidential manner;
- e. Guarantee protection from any victimization or reprisals;
- f. Encourage the reporting of all forms of Sexual and Gender-Based Violence;
- g. Promote appropriate standards of conduct at all times;
- h. Guard against damage to the image of the University and
- i. Provide mandatory role against harm and damage

1.2 Scope of the Policy

The scope of this policy shall include the actions, interactions and behaviours of all the members of the university community.

Hence, it applies to:

- a) all applicants for employment to the University,
- b) all applicants for admission to University programmes,
- c) all officers and employees of the University,
- d) all students, Full-time, Part-time, Preliminary, Undergraduate and Postgraduate
- e) all persons who serve the University as its agents and are under the control of the University,
- f) all individuals who teach, conduct business or participate in activities in the University; and
- g) University contractors, vendors, etc.
- h) All persons on the premises of our university campuses for one activity or the other.

SECTION 2: DEFINITIONS

In this policy, unless stated otherwise, the following terms are operationally defined as:

Consent: the ongoing voluntary agreement of an individual to engage in the sexual activity in question.

Complainant: the individual who has made a Formal Report under this policy.

Disclosure: When an individual shares information about a personal experience of Sexual abuse and Gender-Based Violence with an authorised person or office designated to receive such information.

Sexual Abuse: Any act of persistent pattern of unwanted sexual activity by one person against another in which the victim succumbs to as a result of fear, threats, violence, deception, unequal conditions and without consenting to the act.

Sexual Harassment: One or more unwanted or demeaning remarks, behaviours or communications of a sexual nature and/or unwanted or demeaning remarks, behaviours or communications based on sex, gender identity, gender expression, or sexual orientation, where the individual responsible for the remarks, behaviours or communications knows or ought reasonably to know that these are unwanted or demeaning.

Victim-Survivor: An individual who has experienced Sexual and Gender-Based Violence.

Formal Report: Complaint to the University by an individual who is seeking recourse through designated reporting channels.

Reprisal: Retaliatory measure taken against an individual because they have sought advice about making a disclosure or formal report; made a disclosure or formal report in good faith; appointed an investigator for, investigated, or co-operated in an investigation of, a formal report; or declined to participate in behaviour that would breach this policy.

Section 2.0: Sexual and Gender-Based Violence

Sexual and Gender-Based Violence is any violence, sexual, physical, psychological, emotional, mental or economic that is committed, threatened or attempted against another individual without the individual's consent by targeting an individual because of their sex, gender identity, gender expression, or sexual orientation or vulnerabilities. This includes Sexual Abuse, Dating Violence, Sexual Assault like rape, Sexual Harassment, stalking and include a single incident or a pattern of behaviour whether in person, online, or via other means.

Section 2.1: Consent

Consent is the ongoing voluntary agreement of an individual(s) to engage in the sexual activity in question. More specifically Consent:

- a. is not silence or the absence of “no”;
- b. cannot be assumed or implied;
- c. cannot be given by an individual incapacitated by alcohol, drugs or some other reason, or who is unconscious, under the age of consent or otherwise incapable of providing consent;
- d. can be revoked at any time, even when other sexual activities have taken place;
- e. cannot be obtained through an abuse of power, threats, intimidations, coercion or other pressure tactics;
- f. cannot be obtained through manipulation or misrepresentation; and
- g. cannot be obtained if an individual abuses a position of trust or authority.

Section 2.2: Elements of Sexual Abuse and Gender-Based Violence

Actions which constitute Sexual Abuse and Gender-Based Violence includes but not limited to the following:

- a. The behaviour should be unwelcome. This will depend on how the conduct in question was perceived and experienced by the recipient rather than the intention behind it;
- b. It should be of a sexual and gender-based nature;
- c. It is offensive, humiliating and/ or intimidating;

- d. It may either be a one-time or repeated action; and over a prolong period of time;
- e. There is no requirement that evidence of actual emotional or physiological harm be shown in order for sexual abuse and Gender-Based to be found to have occurred.

Section 2.3: Circumstances in which Sexual Abuse and Gender-Based Violence can occur

Sexual abuse and Gender-Based Violence can occur in a variety of circumstances including but not limited to the following: -

- a) An individual (Male/Female), harassing another: whether older/younger women/men. The victim does not have to be members of the opposite sex;
- b) The perpetrator can be a victim's manager, lecturer, student, supervisor, a supervisee, lecturer in another department, a co-worker, fellow student, an agent of the employer, a non-employee such as a supplier, a contractor or any service provider, client or customer;
- c) Where there is inequality of power between a victim and the perpetrator that strongly suggests that the victim engages in sexual relation(s) out of fear;
- d) The Complainant does not have to be the person being harassed but can be anyone affected by the offensive conduct; and
- e) Sexual and Gender-Based Violence is unlawful not only during working/ teaching/ learning hours but also in any university related context including conferences, work functions, sports, university trips and parties but also off the University as long as it involves students, staff and other members of the University Community.

Section 2.4: Conducts which constitute Sexual Abuse and Gender Based Violence

Sexual abuse and Gender-Based Violence can be obvious, direct, or indirect. It could be sexual, emotional/psychological, physical or verbal harm/violence, repeated or one-off and perpetrated by males or females against people of the same or opposite sex. Various conducts that can constitute Sexual and Gender- Based Violence are identified below.

Section 2.4.1: Sexual Violence

Sexual violence is all encompassing sexual activity that is perpetrated against a person's will or without a person's consent. It also includes activities against a person is incapable of giving consent due to his or family relation and so on. It is any sexual act or attempt to obtain sexual act by violence or coercion directed against a person's sexuality regardless of the relationship with the victim. In other words, it is kind of sexual activity that was unwanted and happened without consent. It includes Sexual assault, rape and sexual abuse/harassment. Consent has be obtained or freely given.

a) Sexual Assault

Assault refers to physical involuntary sexual behaviours in which a person is coerced or physically forced to engage in sexual acts against their will. Common examples include but not limited to rape (penetration of the victim's body); attempted rape, forcing someone to perform sexual act such as vaginal, oral sex; or penetration of the body with a foreign object; fondling or unwanted sexual touch.

b) Sexual Harassment

Sexual harassment can take different forms such as:

i. Physical Sexual Harassment

This occurs when a victim has been touched in an inappropriate way against his or her own will. Examples include but are not limited to:

- Touching or fiddling with a person's clothing including lifting up o skirts or shirts, flicking bra straps or putting hands in a person's pocket;
- Blocking the victim's path in an aggressive way;
- Standing very close to a victim which makes him or her uncomfortable;
- Non-consensual kissing or kissing attempts;
- Rubbing one's genital on a person;
- Attempt or actual sexual assault;
- Indecent exposure of one's genitalia;
- Stalking with an intension to sexually harass the victim;

- Obscene gestures;
- Groping;
- Subtle pressure for sexual activity; and
- Unwelcome/uninvited physical contact such as massaging a person out invitation, hugging, pinching, patting, grabbing in a sexual manner.
- Closing doors and windows or other access routes at official or unofficial hours without the consent of a second party present in the room.

ii) Verbal Sexual Harassment

Verbal sexual harassment may be oral or written and may include but not limited to: -

- Demeaning references to either the male or female gender;
- Comments that are sufficiently offensive to cause discomfort and interfere with work or learning;
- Disparaging remarks about one's gender or physical appearance;
- Sex-based insults, taunts, teasing or name calling;
- Verbal sexual abuse disguised as humour;
- Making promises or threats in return for sexual favours;
- Requests or demands for sex or repeated unwanted to go out on dates after prior refusal,
- Suggestive sexually demeaning remarks, comments or jokes;
- Smutty jokes or comments about the victim's body or clothing;
- Catcalls;
- Comments or questions about the victim's social or sexual life;
- Intensive questions and insinuations about individual's private life;
- Demand for sexual favour and threats if dismal if demands are not met; and
- Obscene communication and unwanted sexual innuendos

iii) Visual Sexual Harassment

This is the use of different forms of visual media to suggest inappropriate sexual advances. Examples include but are not

limited to: -

- Displaying sexually graphic materials including posters, magazines, cartoons, graffiti or messages left on notice boards, desks or common areas;
- Sending or forwarding sexually explicit emails or text messages or emailing offensive "jokes" and pornographic material;
- Inappropriate advances on social networking sites;
- "Flashing" or making obscene sexual gestures;
- Accessing sexually explicit internet sites, downloading offensive screen savers and loading them into a colleagues' computer or shared university computers; and
- Technological sexual harassment is the inappropriate use of photography, email and internet.
- Any unwelcome display of sexually explicit images, graphics, emoji and so on.

Section 2.4.2: Physical Violence

This is the act of using of physical force or weapon against another in order to gain control over that person. It includes but is not limited to actions such as: hitting, kicking, punching, slapping, restraining, strangling and so on.

Section 2.4.3: Psychological/ Emotional Violence

Psychological violence are acts that cause harm to the integrity and dignity of others. It includes threatening conduct which though lacking physical violence or verbal elements creates fear and trauma on the victim.

Psychological violence includes isolation from others, verbal aggression, threats, intimidation, control, stalking, insults, humiliation and defamation against others.

Section 2.5. Effect of Sexual Abuse and Gender-Based Violence

Effect of Sexual abuse and Gender-Based Violence among others are as includes:

- a. Loss of sense of control, confidence and self-esteem;
- b. Phobia and panic reactions;

- c. Insomnia (Sleep disturbance) and nightmares;
- d. Anger, depression and anxiety;
- e. confusion, irritability, fear and frustration
- f. Insecurity, embarrassment, feelings of betrayal;
- g. Feeling of Guilt, worthlessness and Self-blame;
- h. Sexual problems;
- i. Withdrawal from friends, colleagues, family, work or school;
- j. Absenteeism; poor academic grades and dropout;
- k. Increased or decreased appetite;
- l. Hyper vigilance;
- m. Decreased job satisfaction

SECTION 3: RESPONSE MECHANISM

3.0 Reporting, Investigation and Adjudication

Section 3.1: Reporting Sexual Abuse and Gender-Based Violence Incident

- a) Any member of staff or student may submit a sexual and Gender-Based Violence complaint. All students, staff and faculty members are called upon to be aware of and report acts of violation of this policy to the University through its designated channels immediately.
- b) A complaint may be filed against any person in the University community: faculty, adjunct faculty, staff, students, alumni, consultants, contractors, visitors and guests. In certain cases, the University may pursue an investigation without a formal complaint being lodged.
- c) Reports may either be lodged using the following channels: directly at the Centre for Response and Prevention of Sexual and Gender-Based Violence (CRPSGBV), call or send short message (SMS) to the 24-Hours confidential dedicated telephones lines (**08111148887, 09134000409**), or send an email to **crpsgbv@lasu.edu.ng** or use the SGBV the *Complaint Form*. The Form may be downloaded from the University website or obtained at any of the following offices:
 - i. The Director, Centre for Response and Prevention of Sexual and Gender-Based Violence (CRPSGBV);
 - ii. The Dean of Students' Affairs. If the matter involves the Dean of Students' Affairs, then the matter will be reported to the Deputy Vice Chancellor Administration or Academic; and where the matter involves any member of the management, the Provost, Deans, Directors, or Heads of Departments, report will be made to the Vice Chancellor through the appropriate channels and form. Where the Vice Chancellor or a member of the Management or Governing Council is the accused, complaint shall be made to the Pro Chancellor through the Registrar.

- iii. Reports of sexual and Gender-Based violence may be reported to the Security Unit of the University. Everyone is encouraged to immediately report cases of sexual and Gender-based violence, as delayed reporting may hinder proper investigations.
- iv. All members of the university community are encouraged to immediately report cases of SGBV for prompt and proper investigations
- v. The highest level of anonymity and confidentiality possible will be maintained at all times for people who report cases of sexual harassment. Information generated in respect of cases through informal interview and formal investigations while enforcing this policy will be given the full extent of confidentiality accorded by law to employee personal records and student educational records. Any person who, without due and proper authorisation, reveals such information will be subject to disciplinary action.

Section 3.2: Investigating Sexual Abuse and Gender-Based Violence Incident

- a) When a report on violation of this Policy is made, the receiving office will conduct investigations into the matter. Investigations by the University are distinct from any government or other investigation and where a complaint has been made to any other body, these investigations do not preclude the university from conducting its independent investigations into any such matter.
- b) Involved parties will be notified in writing of the investigations and of their rights in the process. When a complaint is being investigated, the person accused will be informed of the specific details of the complaint against him/her in line with fair hearing procedures.
- c) Members of the University are expected to cooperate in the investigation of any alleged violation of this policy.
- d) The University may take provisional safety restorative and Preventive measures during an investigation as it may deem fit.

- e) Once investigations are concluded then a charge will be brought against a person.
- f) At any point during the investigations, the University may resolve some matters through a non-hearing resolution involving and with agreement of the parties. This will however not apply to cases of sexual violence.

SECTION 4: PENALTIES

Penalties will be determined on the basis of the facts of each case and the extent of harm to the University's interests, as well as any University record indicating previous wrong doing by the accused person. The University will be guided by the Staff Condition of Service and Students' Handbook.

Section 4.0: Disciplinary Measures

This policy will apply to the LASU Student Disciplinary Rules and Code of Conduct as stated in Students' Handbook. Any violation thereof will be subject to the appropriate sanctions depending on various factors such as the severity or gravity of the offence, the interests of the University and the impact on the complainant.

This policy will also apply to all staff. Any violation thereof will be subject to the appropriate sanctions as indicated in the Staff Condition of Service. This policy will be incorporated in all agreements with third party contractors, their agents and sub-contractors rendering services to the University. Any violation thereof by such third parties will be subject to the appropriate sanction as indicated in the University Laws.

Section 4.1: Disciplinary Committee and Hearing

- a) After the investigations are concluded by the relevant office, the matter will be referred to the relevant Committee for hearing as stipulated in the University regulations.
- b) The extant Conditions of Service of the Lagos State University shall guide the steps to be taken further in respect of the matter.
- c) Where the parties or one of the parties concerned is not a staff or student of Lagos State University, the case shall be referred to the Nigerian Police through the criminals decree of the land.

Section 4.2: Sexual Abuse and Gender-Based Violence Offences and Penalties

S/N	OFFENCE	ACTS THAT CONSTITUTE THE OFFENCE	PENALTY
1	MEMBERSHIP OF UNAUTHORISED SECT/ ASSOCIATION	Possession, carrying or use of dangerous weapons	SUSPENSION from the University, pending the determination of the student's innocence by the law enforcement agency or competent court of law, which may lead to EXPULSION
		Gangsterism	
		Membership of Cult groups (unauthorised and dangerous group)	
		Membership of illegal unregistered association, clubs, society etc.	
		Hooliganism	
	UNRULY BEHAVIOUR	Disobedience to constituted authority	Warning followed by rustication for one semester
		Insubordination	
		Rudeness to staff	
3	GROSS MISCONDUCT	Sexual harassment	SUSPENSION from the University, pending the determination of the student's innocence by the law enforcement agency or competent court of law, which may lead to EXPULSION
		Assault (verbal/physical)	Rustication for two Semesters
		Fighting	Rustication for two Semesters
		Taking another person's property without authorization	SUSPENSION from the University, pending the determination of the student's innocence by the law enforcement agency or competent court of law, which may lead to EXPULSION
		Extortion of money through lies	
		Embezzlement of funds	
		Misappropriation of union/association/club society money	
		Vandalisation of University properties	Rustication for one Semester and payment for replacement of the property
		Unlawful assembly	Warning, subsequent assembly leads to rustication for one semester
	SERIOUS MISCONDUCT	• Rape (taking advantage)	SUSPENSION from the University, pending the determination of the student's innocence by the law enforcement agency or competent court of law, which may lead to EXPULSION
		• Armed Robbery (obtaining by force through the use of dangerous weapons with the intention to cause bodily harm)	
		• Illegal possession of arms and ammunition	
		• Kidnaping /Abduction	
		• Stealing	
		• Other social vices as contained in the 1999 Constitution of the Federal Republic of Nigeria as amended.	

SECTION 5: PREVENTION

Section 5.1: Preventive Measures Against Sexual Abuse and Gender-Based Violence Incident

To prevent or reduce to the barest minimum the incidences of sexual abuse and Gender-based on campus, all students, staff and all members of the University community are expected to:

- i.. Participate in the regular sensitisation programmes on Sexual and Gender-Based violence prevention measures.
- ii. Be aware and strictly adhere to the contents of the Sexual Abuse and Gender-Based Violence Policy of the University.
- iii. Familiarise themselves with the Sexual Abuse and Gender-Based Violence Reporting System on campus.
- iv. Participate in the Sexual Abuse and Gender-Based Violence Response awareness programmes and related trainings organised by the University so as to stay updated on safety issues/tips within and around the campus.
- v. Stay alert as well as exhibit assertive behaviours at all times.
- vi. Know where the exits are in any building on campus.
- vii. Avoid crowded places, particularly at night.

Also, the University is expected to ensure continuous strengthening of the security and safety measure within and outside the campus.

SECTION 6: DUTIES AND RESPONSIBILITIES

Section 6.1: Role of the Management of the University

- a) The Management of the university will oversee implementation of this policy, provide ongoing consultation regarding policy requirements and ensure all new Staff, Faculty and Students are oriented on the policy and monitor its effectiveness.
- b) All members of Management, Provost, Deans, Directors, Heads of Department, Programme Coordinators and supervisory staff will have the responsibility to:
 - i. model appropriate standards of professional conduct at all times;
 - ii. promote this policy within their work area and this can be done through discussing and reinforcing the policy during student, staff and faculty meetings;
 - iii. monitor the working environment to ensure that acceptable standards are observed at all times;
 - iv. treat all complaints seriously and take immediate action to investigate and resolve the matter in accordance with this policy and university regulations;
 - v. refer complaints to an alternative proper office if they do not feel that they are the best person to deal with the case (for example if there is conflict of interest or if the complaint is particularly complex or serious); and

Section 6.2: Role of the Centre for Response and Prevention of Sexual and Gender-Based Violence (CRPSGBV)

The Centre for Response and Prevention of Sexual and Gender-Based Violence (CRPSGBV) is the physical safe space where all staff, students and any user of the university community is free to file any incidence of Sexual and Gender-Based Violence.

Under this policy, the University shall through the Centre for Response

and Prevention of Sexual and Gender-Based Violence be able to investigate alleged incidents of Sexual abused and Gender-Based Violence: that

- i. are reported to the University, or
- ii. occurred within the University during the course of University programmes (regardless of location), or
- iii. occurred outside the University involving any member of the university community.

The roles of the Centre for Response and Prevention of Sexual and Gender-Based Violence (CRPSGBV) shall include but not limited to the following: to

- i. ensure that SGBV services are easily accessible to all students, staff and stakeholders of the Lagos State University;
- ii. make available timely services for those who have been abused sexually or otherwise;
- iii. Provide prompt, fair and equitable methods of investigation and resolution to stop, remedy any harm, and prevent Sexual and Gender-Based Violence recurrence.

6.2.1: Sexual and Gender Based Violence (SGBV) Response Team

D) Composition

The Lagos State University SGBV Response Team shall consist of Staff members and Students' Union leaders.

The Staff members shall consist of:

- i. Director, Centre for Response and Prevention of Sexual and Gender-Based Violence
- ii. Assistant Director, Rape Issues
- iii. Assistant Director, Sexual Harassment
- iv. Assistant Director, Gender Violence
- v. Medical Personnel
- vi. Security Officer
- vii. Psycho-Social Counsellor

The students' SGBVR Team members shall consist the following:

- a) Students' Union President;

- b) Students' Union Vice President, Ojo Campus;
- c) Students' Union Vice President, Ikeja Campus;
- d) Students' Union Vice President, Epe Campus;
- e) Students' Union Faculty Presidents across the campuses of the University; and
- f) Students' Union Faculty Vice Presidents across the campuses of the University.

ii) **Role of the Sexual and Gender Based Violence Response Team (SGBVRT)**

The Responsibilities of the Sexual and Gender Based Violence Response Team (SGBVRT) shall include but not limited to the following:

- a). Create the needed SGBVR awareness across the different Faculties and Department in the University.
- b). Promote gender-equitable norms, attitudes and behaviours among all the members of the University Community.
- c). Conduct ongoing campus wide assessments, strengths and gap analyses, and evaluation of its efforts so that programs can adapt to the changing needs of the University community;
- d). Ensure all levels of the campus community receive ongoing training in sexual assault, domestic violence, dating violence and stalking

6.3: Role of Students, Staff and Faculty

All categories of staff and students have a role in the University's culture of compliance by familiarising themselves with the policy, attending trainings and reporting violations of this policy. They are all encouraged to take steps necessary to create an environment that prevent Sexual abuse and Gender-Based Violence from occurring. Particularly, all students, staff and faculty have the following responsibilities:

- a) Be aware of inappropriate behaviour that contravenes this policy and that they have a duty to use reasonable care to warn, inform the proper authorities, protect and report any acts of sexual abuse or gender-based violence committed towards them or towards others and shall be fully cooperative in the event of an inquiry or investigation;

- b) Comply with the University's Sexual Abuse and Gender-Based Violence policy;
- c) No staff shall use the university resources such as work time, telephone, email or computer to intimidate, embarrass or hurt any member of the university community;
- d) It is important that all students, Staff and Faculty attend trainings on this policy and sign the ***Declaration Form*** acknowledging they have received and understood the policy;
- e) Report early concerns about unwelcome behaviour before it becomes a serious complaint;
- f) Offer support to anyone who is being intimidated and guide to where they can get appropriate help and guidance. However, it is advisable that they should not approach the perpetrator themselves; and
- g) Maintain complete confidentiality if they provide information during the investigation of a complaint.

6.4: Role of Partner Organisations

Sexual abuse and Gender-Based violence are multiple-factored menace which require multiple system approach such as the cooperation and collaboration with various SGBV service providers. In line with the best practices of School Related Gender-Based Violence (SRGBV) response and prevention, this policy recognises the need for cooperation and collaboration between the Lagos State University and Governmental Ministerial Departments/Agencies (MDAs); Non-Governmental Organisations (NGOs) at the national and international levels who provide specialist SGBV support services. The role of partner organisations shall include but not limited to:

- a) Facilitation of SGBV programmes for Students and Staff;
- b) Provision of Referral support services to the University;
- c) Funding of SGBV programmes on campus and subject to availability of funds;
- d) Collaborative data collection and analysis for awareness and

SECTION 7: DISSEMINATION OF THE POLICY

Section 7.1: Dissemination Obligation

- a) All members of the university shall obtain the copy of policy from the Centre for Response and Prevention of Sexual and Gender-Based Violence (CRPSGBV), Deans of Students' Affairs, Faculty offices of each Faculty or online via the University Website.
- b) The Policy declaration form shall be signed and returned to the designated offices within one week of obtaining the policy.

Section 7.2: Communicating the Sexual Abuse and Gender-Based Violence Policy

To minimize the risk of Sexual and Gender-Based Violence, the University shall endeavour to use various means of communication to create awareness to its community. This will include but not limited to:

- I. Holding an annual Sexual Abuse and Gender-Based Violence Awareness Day;
- ii. Radio jingles to be aired on LASU Radio, Lagos State and National radio stations;
- iii. Use of the University Social Media platforms;
- iv. Distribution of Customised fliers (Hard and soft copies) to students and staff across all Faculties and Departments

Section 7.3: Education and Training

- a) Faculty members should integrate this policy in their course content where applicable.
- b) The Centre for Response and Prevention of Sexual and Gender-Based Violence (CRPSGBV) will organize from time to time, in collaboration with relevant University officials or appropriate external bodies, enlightenment programmes in order to train, educate and advise members of the University community about Sexual and Gender-Based Violence so that the University will continue to be a safe and conducive place to work and learn.
- c) All new students and employees are to go through orientation about this policy.

SECTION 8: FRIVOLOUS AND MALICIOUS ALLEGATIONS

This policy shall not be a tool for proffering frivolous or malicious accusations against any member of the University Community. A person who brings a complaint that is later found to be false, frivolous, misleading or malicious will be subjected to disciplinary action. And such disciplinary action does not prejudice the right of the wrongly accused to other remedies which the law of the land may provide.

This may include a criminal prosecution of the false accuser under the relevant criminal laws where such frivolous or malicious accusation formed the basis of a criminal charge being brought against the accused.

SECTION 9.0: SAFETY AND SECURITY

Section 9.1:

Protection against Retaliation/Victimisation

The University frowns at any act of retaliation against a complainant or witness community for reporting allegation of sexual abuse and gender-based violence, for cooperating in an investigation of such a complaint, or for opposing discriminatory practices and this will result in appropriate disciplinary action in accordance with disciplinary measures. It is the duty of everyone to report any observation that constitute misconduct or Sexual abuse and Gender-Based Violence.

This policy encourages all staff, students and stakeholders of the University to file sexual abuse and Gender-Based incidences or complaints without fear of direct or indirect reprisals from the perpetrator or any third party acting on their behalf.

Section 9.2:

Rehabilitation of Sexual and Gender-Based Violence Survivors

The University shall through the Centre for Response and Prevention of Sexual and Gender-Based Violence (CRPSGBV) ensure that the survivors of SGBV are rehabilitated. This shall be achieved through established Government Agencies.

SECTION 10: MONITORING AND EVALUATION

- I. The Lagos State University will monitor the effective implementation of this policy as well as and evaluate the policy through anonymous surveys to establish the effectiveness of this policy. Issues of relevance, effectiveness, ethical considerations, efficiency and reliability will be considered in the evaluation process. This will be aimed at tracking significant positive changes about sexual abuse and Gender-Based Violence incidents.
- ii. The Centre for Response and Prevention of Sexual and Gender-Based Violence (CRPSGBV) shall keep the detailed, comprehensive, up-to-date and accurate confidential records/data of the Sexual Abuse and Gender-Based Violence cases and provide periodic reports of same to the Vice Chancellor.

SECTION 11: REVIEW OF THE POLICY

- a) A comprehensive review of this policy shall be done **every 3 years**. Review of specific provisions could however be done if necessitated by changes in law.
- b) The Vice Chancellor shall mandate the Centre for Response and Prevention of Sexual and Gender-Based Violence (CRPSGBV) to review this Policy in collaboration with representatives from various relevant Departments in the University.
- d) The University Governing Council shall be the final approving body of any amendments to this Policy.

1. Senate also noted the Sexual and Gender-Based Violence Policy Declaration as follows:

SCHEDULE I

SEXUAL ABUSE AND GENDER-BASED VIOLENCE POLICY DECLARATION FORM

I,

Surname Middle name First name

Student ☐ Staff ☐ Other (specify).....

of Lagos State University (LASU) ID NO.:

Do hereby declare the following:

1. I confirm that I have received a copy of the Lagos State University Sexual Abuse and Gender-Based Violence Policy (hereinafter “the policy”) and received sufficient opportunity to peruse it;
2. I affirm that I have read and understood the provisions of the Policy;
3. I undertake to abide by the letter and spirit of the Policy;
4. I understand that LASU may take disciplinary action for any act or omission on my part that contravenes the Policy;
5. I affirm that I have obligation to ensure that LASU is a safe place to learn and work in;
6. I append my name and signature onto this form, of my own free will and agree to be bound by it.

Signature: _____ Date: _____

2. Senate also noted the Sexual and Gender-Based Violence Policy Complaint as follows:

SCHEDULE II

SEXUAL ABUSE AND GENDER-BASED VIOLENCE POLICY COMPLAINT FORM

1. Please Note:

- (a) THAT this form can be filled by anyone who wishes to report a case of sexual abuse/ harassment/ discrimination/ gender-based violence faced by themselves or another member of the University Community.
- (b) THAT by filling the form you commit to assist the University in the investigation and adjudication of the complaint.
- (c) THAT the investigation process will involve the complainant and individual(s) complained against.
- (d) THAT complainants are encouraged to peruse the policy to better understand their rights and obligations, and the procedures of reporting / investigation / adjudication complaints.

2. I / We (name/s), (tick appropriately)

(a).....

(b).....

(c).....

Student(s) ☐ Faculty ☐ Staff ☐ Other (specify) ☐

of LASU ID No.....

3. Wish to make a complaint against the following person(s):

(a).....

(b).....

(c).....

Please include the title and relationship (e.g. lecturer, supervisor, coordinator, etc)

4. On the grounds of:

Sexual abuse/ Harassment/ Discrimination and Gender-Based Violence

5. Please explain what happened: (include as much details as possible e.g. dates, locations etc.)

Attach separate sheet(s) if space is not sufficient.

.....
.....

.....Witness
 es/person(s) who may be interviewed / person(s) with knowledge of matter being
 complained of: (where possible explain why such person(s) should be contacted)
 (a).....
 (b).....
 (c).....

Have you filed this complaint elsewhere?(Either internally or externally -the police/ OB
 No.)

8. I certify that:

- (a) The information provided is true and correct;
 - (b) I shall cooperate fully in the investigation of the complaint;
 - (c) I have the right to expect highest level of confidentiality as relates to this complaint.
- Signature and Date.....

Details and particulars of the Receiving Officers:

.....

NOTE THAT THIS COMPLAINT IS PRIVATE AND CONFIDENTIAL AND IT
 SHOULD NOT BE DISCLOSED TO ANY PERSON, AUTHORITIES OR SOCIAL -
 MEDIA IN ORDER TO PROTECT THE IMAGE OF THE COMPLAINANT, THE
 INSTITUTION AND ALL THE PARTIE S, AND ALSO TO ENSURE JUSTICE.



LASU SGBV POLICY