

MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR



MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR MENSTRUAL LEAVE FOR STUDENTS' POLICY, 2024

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MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR MENSTRUAL LEAVE FOR STUDENTS' POLICY, 2024

The University aims to support and make appropriate provisions with reference to menstrual leave for students and research scholars. The student community grapples with the impact of menstrual cramps and conditions like dysmenorrhea, lower abdominal pain, and diarrhoea, often likened in ordinary conversation to the severity of health issues and period pain which significantly affects their well-being. Further, students experiencing symptoms of menstrual disorders such as Polycystic Ovary Syndrome (PCOS) and Polycystic Ovarian Disease (PCOD) need necessary awareness, encouragement of healthy lifestyles, and specific educational reasonable accommodations. The University acknowledges the importance of menstrual leave and is determined to implement this policy effectively for the health and well-being of the students.

1. Title and Application of the Policy

- i. This policy shall be called the Maharashtra National Law University, Nagpur Menstrual Leave for Students' Policy, 2024.
- ii. The policy shall be effective from the date of its notification by the competent authority of the University.
- iii. The policy shall extend to all students on the roll of undergraduate degree courses, postgraduate degree courses, and scholars of Ph.D. programme. Further, it shall apply to the students who identify as menstruating females.

2. Definitions

In this policy, unless the context otherwise requires:

- (a) '*Act*' means the Maharashtra National Law University Act, 2014 (Maharashtra Act No. VI of 2014).
- (b) '*Administrative Warden*' means administrative warden, halls of residence (girls) duly appointed under the Service Regulations of the University.
- (c) '*Assistant Registrar (Academics)*' means the assistant registrar (academics) duly appointed under the Service Regulations of the University.
- (d) '*Attendance*' means and refers to the criteria laid down for attendance under the Examination Regulations of the University for various courses.
- (e) '*Chief Warden*' means the chief warden, halls of residence (girls) duly appointed under the Service Regulations of the University.
- (f) '*Competent Authority*' refers to the Vice-Chancellor of the University.

- (g) ‘*Faculty Warden*’ means faculty warden, halls of residence (girls) duly appointed under the Service Regulations of the University.
- (h) ‘*Students*’ refers to female students and research scholars by birth or by choice.
- (i) ‘*Menstrual Leave*’ means and refers a leave provided to female students of this policy under heading (3).
- (j) ‘*Registrar*’ refers to the Registrar of the University under Section 29 of the University Act, 2014.
- (k) ‘*Review Committee*’ means and includes two female members of the University Teaching Service and a University doctor constituted by the Vice-Chancellor for approval of menstrual leave.
- (l) ‘*University*’ refers to the Maharashtra National Law University, Nagpur established by Act No. VI of 2014.
- (m) ‘*University Counsellor*’ refers to a counsellor either duly appointed by the University or whose services are being hired by the University.
- (n) ‘*University Doctor*’ refers to a doctor either duly appointed by the University or whose services are being hired in the University health and wellness centre.
- (o) ‘*University Premises*’ means and includes the permanent campus of the University and any other premises under the control of the University.
- (p) ‘*Vice-Chancellor*’ refers to the Vice-Chancellor of the University under Section 28 of the University Act, 2014.

3. Menstrual Leave

The policy ensures reasonable flexibility by providing leave while maintaining an attendance threshold and simplifying the process by accepting self-certification.

- i. Students covered by this policy shall claim up to one day of menstrual leave every calendar month, during teaching days at the University.
- ii. The unutilised menstrual leave shall be non-cumulative and expire at the end of the calendar month.
- iii. Students shall be eligible to avail the benefits of this policy upon securing a minimum of 67% of attendance in an actual ongoing semester.
- iv. Menstrual leave shall not be granted during examinations.
 - (a) *Provided that*, menstrual leave may be approved if a student was hospitalised.
 - (b) *Provided further that*, menstrual leave may be recommended by the chief warden, halls of residence (girls) to the competent authority if a female student was advised

bed rest by the University doctor and the same was certified by the female faculty warden.

- v. Menstrual leave shall not be granted during internship breaks.

4. Procedure to Claim Menstrual Leave

- i. Students shall be required to submit duly filled-in leave slip along with the dates of claim to the faculty warden through the administrative warden.
- ii. The faculty warden, after due verification, recommends and forwards the same to the chief warden for approval.
- iii. The chief warden shall approve the recommendation of the faculty warden.
- iv. The Chief warden shall accord her approval to the recommendation of the faculty warden and permit the students to upload duly approved menstrual leave on the ERP portal within five (5) days for necessary action.
- v. Assistant Registrar (Academics) shall validate and supply to the Convenor, Examination Committee, duly approved menstrual leave statement.

5. Menstrual Health Support and Facilities on Campus

The University being the student-centric institution of higher education shall provide:

- i. sanitary pads in restrooms or designated dispensers (administrative block restrooms, hall of residence (girls), health and wellness centre).
- ii. special bins for the hygienic disposal of used menstrual products.
- iii. access to disposal units etc.
- iv. hot water bags or heating pads for pain relief shall be available in the health and wellness centre.
- v. accessible pain relief medications or gels for cramp management.

6. Constitution of the Review Committee

- i. There shall be a committee known as the 'Review Committee for Menstrual Leave' (RCML) constituted by the Vice-Chancellor, consisting of the following:
 - a. University doctor; and
 - b. two faculty members (Female).
- ii. The tenure of the committee shall be one academic year.

7. Grievance Redressal Mechanism

- i. The committee shall review complaints submitted by the students regarding the denial, misuse or any concerns related to menstrual leave.

- ii. Students shall submit a grievance in writing to the committee, stating the reasons along with supporting documents.
- iii. The committee shall facilitate hearing to the students on their grievances.
- iv. The committee shall notify the concerned student of its decision within five (5) working days from the receipt of the grievance.
- v. All deliberations and documentation of the committee shall remain confidential.

8. Appeal

- i. An appeal against the decision of the review committee shall be made within five (5) working days from the date of decision of the committee to the Vice-Chancellor, whose decision shall be final and binding.

Registrar
Maharashtra National Law University, Nagpur