



IC/Leadership

PoSH Workshop

AWARE CITIZEN
— FOUNDATION —

Overview of workshop

- a) Forms and Types of Harassment -Behaviours that constitute harassment
- b) Impact of Sexual Harassment at Workplace
- c) Managers Role in combatting Workplace Harassment
- d) Punishment & Penalty as per the law
- e) Case studies, role plays and videos
- f) The Prevention of Sexual Harassment Act 2013- Interpretation, Compliance and Employers responsibility.
- g) Rights and Responsibilities -of the accused, complainant & Employer
- h) Role of ICC, How to set up ICC as per law, conduct of ICC as per law
- i) Do's and Don'ts for the members of the Internal complaint committee
- j) How to handle false and malicious complaints.
- k) Guidelines on Internal Policy Changes & Annual Return Filing.

- l) Steps for conducting disciplinary proceedings.
- m) Understanding principal of Natural Justice
- n) Understanding Inquiry and decision making process.
- o) Sample formats and forms.

Certificate

A certificate of completion shall be issued to all participants.

Duration :	One Day
Fees :	INR 50,000/-
Participants:	Max 30

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