



TrainingCentral Solutions Pvt. Ltd.



Prevention of Sexual Harassment at Workplace (POSH) Course Structure

Contents

Module	Title	Description
0	Course Objective	<p><i>On completing this course, you will be able to,</i></p> <ul style="list-style-type: none"> • Identify what qualifies as a sexual harassment incident and what does not. • Describe the seriousness of sexual harassment occurring at workplace. • Describe the Prevention of Women from Sexual Harassment at Workplace Act, 2013 and its implications. • Explain employers' responsibilities that can be taken towards preventing sexual harassment. • Describe the steps to be taken in the event of the occurrence of a sexual harassment case. • List the do's and don'ts employees can follow to avoid getting into situations that can be qualified as sexual harassment cases.
2	Introduction to the Sexual Harassment Act	<p><i>On completing this module, you will be able to understand:</i></p> <ul style="list-style-type: none"> • Definition of Sexual Harassment • Lawyer's view • Section in Constitution related to equality and anti-discrimination • Prevention Of Women From Sexual Harassment At Workplace Act, 2013 • Definition of terms used in the Act: <ul style="list-style-type: none"> ○ Workplace ○ Respondent ○ Employer • Protection provided to Women at Workplace under the Act • Employer's responsibility in terms of <ul style="list-style-type: none"> ○ Preventive steps ○ Internal Complaints Committee (ICC) ○ Local Complaints Committee (ICC) • Consequences of Non-compliance of the law
3	Implementation of the Sexual Harassment Act	<p><i>In this module, following topics are covered:</i></p> <ul style="list-style-type: none"> • Steps to be taken by a sexually harassed employee • Rules to file a complaint of sexual harassment • Steps followed by ICC on filing a complaint <ul style="list-style-type: none"> ○ Receiving a complaint ○ ICC Hearing ○ Findings and Suggestions ○ Reporting • Employer's responsibility after a complaint is lodged: <ul style="list-style-type: none"> ○ Victim protection ○ Natural justice

		<ul style="list-style-type: none">○ Third party harassment● Guidelines followed by ICC for<ul style="list-style-type: none">○ Redressal of the complaint○ Determination of penalty and compensation○ Treatment of false complaint and forged evidence● Criminal Proceeding● Disciplinary Action● Litmus Test of Sexual harassment● Do's and don'ts related to sexual harassment
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