

Dear Members,

As sexual harassment faced by women is on the rise, it is the need of the hour to spread awareness about what is sexual harassment and what are the laws and regulation as well as the corrective actions to be taken to protect themselves from such harassment.

This month we bring forth an awareness session on **PREVENTION OF SEXUAL HARASSMENT AT WORKPLACE (PoSH ACT, 2013)** by Dr. Suresh R Mijar (General Manager) working with Kirloskar Pneumatic Co. Ltd (KPCL) from last more than 23 years. Head of Occupational Health Centre and CSR. Member of KPCL PoSH Internal Committee. Played an important role in establishing PoSH Policy for KPCL. Continuing its implementation across the organization with the help of Internal Committee.

PoSH which aims to raise participant's awareness of their rights and responsibilities under the PoSH Act, 2013 through an overview of the key legal concepts and capacity building of the Internal Complaints Committee.

**KEY FOCUS AREAS –**

1. IDENTIFY UNLAWFUL SEXUAL HARASSMENTS
2. UNDERSTAND THE MEANING AND DIFFERENCES BETWEEN SEXUAL HARASSMENT, BULLYING AND GENDER DISCRIMINATION THROUGH AN E-LEARNING MODULE
3. DEFINE 'AGGRIEVED WOMEN', 'RESPONDENT' AND 'VICTIMISATION'.
4. IDENTIFY AND DISTINGUISH BETWEEN SERVICE / MISCONDUCT RULES AND INDIAN PENAL CODE SECTIONS
5. DESCRIBE REASONABLE STEPS TO PREVENT AND MANAGE SEXUAL HARASSMENT AT WORKPLACE

**Children above 18yrs are welcomed**

**So, come one and all on :**

Date & Time : Saturday 25<sup>th</sup> Nov., 2017,

**10:00 to 10:30 : Registration with Tea/Coffee and Snacks  
will be served**

**10:30 to 11:30 : Session I**

**11:30 to 11:40 : Tea Break**

**11:40 to 13:00 : Session II**

**13:00 : Group Photo followed by Lunch**

Topic : **“PREVENTION OF SEXUAL HARASSMENT AT WORKPLACE  
(PoSH ACT, 2013)”**

Venue : Nalanda Training Hall  
**Kirloskar Pneumatic Company Limited**  
1 Hadapsar Industrail Estate  
Pune – 411013

Tel : +91 20 26727000

Charges : Rs.200/- for members & Imm. Family,  
Rs.250/- for non-members/guests.

RSVP : Dilnawaz Nekoo - [pavpf@kpcl.net](mailto:pavpf@kpcl.net) or whatapp on 9011354955  
**(last date for RSVP Tue. 22<sup>nd</sup> November, 2017)**

Looking forward to your presence in large numbers.

Best Regards,

Jasmine Jogi

IASAP , Chairperson

Indian Association of Secretaries and Administrative Professionals

PUNE CHAPTER