



KAMAL PRATISHTHAN Mount Litera Zee School



Great School Great Future

Late Tanaji Tukaram Kalate Educational Campus

Sr. No. 199/ 2 & 3, Pink City D. P. Road, Wakad Pune 411 057.

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Ref No.:

Sr. No.:

325

Sexual Harassment will not be tolerated. It is a punishable offence

POSH Policy:

Every institution has a policy on prevention of sexual harassment in place to check the menace of sexual harassment at workplace.

Constitution of Internal Committee (IC):

The school has constituted the IC which will look into the complaints relating to sexual harassment. The composition of the IC is as follows:

PARTICULARS	MEMBER NAME	DESIGNATION	PHONE	E-MAIL
Presiding officer	Ms.Padma Jose	Principal	9657130552	principal@mountliterawakad.com
Primary Coordinator	Ms.Nasrin Patel	Academic Coordinator	9049819309	nasrin.patel30@gmail.com
Parent Representative	Ms.Sonalika Priya	Head Legal Compliance	9923185201	kumar_dilip1@hotmail.com
PTA Member	Ms.Swati Moghe	Parent Consultant	9923658443	moghe.swati@gmail.com
Member	Ms. Ashwini Gangadhar	School Teacher	9755937005	gangadharashwini@gmail.com


Punishment:

Depending upon the nature and gravity of the offence, possible punishment will be imposed by the IC as per the provisions of Section 13 & 14 of the Sexual Harassment of Women at workplace (Prevention Prohibition & Redressal) Act. 2013.

Punishment can be in the form of (i) warning; (ii) written apology; (iii) withholding of promotion; (iv) withholding of pay rise or increments; (v) terminating the Respondent from service; (vi) deduction of compensation payable to the Aggrieved Woman from the wages of the Respondent; (vii) undergoing a counselling session, or carrying out community service.

For information/complaint:

The aggrieved Woman can submit a written complaint against the Respondent at principal@mountliterawakad.com or to any member of the Internal Committee.


Ms.Padma Jose
Principal

