

CERTIFICATION PROGRAMME ON

POSH

COMPLIANCE *In*

HIGHER EDUCATION INSTITUTIONS (HEIs)



December 04 - 06, 2024

ADMINISTRATIVE STAFF COLLEGE OF INDIA

(accredited as उत्कृष्ट by Capacity Building Commission, GoI)

INTRODUCTION

Institutions of higher education in India today have undergone massive expansion & has made colleges and universities more demographically democratic than ever before, with growing diversity and heterogeneity among social groups. Creating a safe and inclusive environment is paramount in higher education institutions and in recent years, there has been a growing awareness of the need to address issues related to gender-based discrimination and harassment on campuses across the country. To prevent sexual Harassment in Higher Education Institutions, the University Grants Commission (Prevention, prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015 (UGC Regulations) were issued in May, 2016 in line with the POSH Act, 2013. It is important for both the higher education institution, and its employees and students to be completely aware of their rights, duties and the redressal mechanisms under the POSH Act, and the UGC Regulations.

POSH compliance provides essential insights for educational institutions to foster a safe and supportive environment for all. Also, the SAKSHAM Report (Measures for Ensuring the Safety of Women and Programmes for Gender Sensitization on Campuses) mandates that regular training and workshops must be conducted to all staff & students on the important provisions of the Act and UGC Regulations and the duties and responsibilities of all staff and students to ensure safety within the institution.

This certificate course on POSH equips Students and Employees of Higher Education Institutions with the knowledge and skills necessary to prevent & address sexual harassment at Higher Education Institutions (HEIs).

The course covers topics such as understanding the legal framework, recognizing various forms of harassment, creating a safe & secure environment and developing policies and procedures for reporting and handling complaints.

PROGRAMME CONTENT

Gender Diversity and Inclusion

- Gender sensitization
- Unconscious bias and stereotypes
- Gender-based discrimination and bias
- Diversity & Inclusion at Universities & Colleges

Introduction to Sexual Harassment

- Background of the Act – Vishaka Guidelines
- Definition of sexual harassment
- Forms & Types of Sexual Harassment
- Case Scenarios

Key Provisions of the UGC Regulations, 2015 on POSH

- Overview of UGC Regulations on POSH for Women Employees & Students
- Relevant Definitions
- Responsibilities of HEIs
- Supportive measures to be taken by HEIs
- Consequences for non-compliance

Grievance Redressal Mechanism - Internal Committees (IC)

- Composition and constitution of the IC
- Roles and Responsibilities of IC Members
- Handling complaints and conducting inquiries

Grievance Redressal Process

- Who can complain?
- Process of making a complaint
- Steps in conducting Inquiry
- Interim Redressal
- Punishment & Compensation
- Action against frivolous Complaints
- Confidentiality as per the law

Establishing a Safe and Respectful Campus Environment

- Creating a zero-tolerance policy towards sexual harassment
- Importance of promoting awareness and sensitivity
- UGC Saksham – Online portal for empowerment of women in campuses
- Do's & Don'ts for women employees & students
- Case Studies & Latest Case Laws

IMPACT

After completing POSH certification training, an individual can develop a comprehensive understanding of sexual harassment laws & policies in HEIs. They can acquire skills in identifying, preventing, and addressing instances of harassment in HEIs. Moreover, they learn about the rights, roles, & responsibilities of women employees and students and how to handle complaints effectively.

KEY FEATURES OF OUR CERTIFICATE PROGRAMME

- Expert-Led Content:** Learn from industry-leading experts who have extensive experience in the field of sexual harassment prevention and ensuring safety.
- Comprehensive Curriculum:** Our Programme covers a wide range of topics, including understanding sexual harassment, legal frameworks, complaint handling, & creating a respectful campus culture.
- Practical Insights:** Gain practical insights and best practices for implementing preventive measures and fostering a harassment-free campus environment.
- Certification:** Upon successful completion of the programme, receive a prestigious certificate that can be used to demonstrate compliance with legal & regulatory requirements, including POSH Act Training and it validates your knowledge and commitment to creating a safe and inclusive campus environment

WHO SHOULD ATTEND

This Course is suitable for Employees, Students, Faculty Members, IC Members, Legal Professionals, Trainers, Practitioners, NGOs and all those who are involved in the implementation of the POSH Act

VENUE

The Programme is fully residential and the participants will be accommodated in air-conditioned single occupancy rooms at ASCI Premises.

DURATION

The programme duration is from **December 04 - 06, 2024**. The Participants are expected to arrive a day before the commencement and may leave after the conclusion of the programme.

PROGRAMME FEE

Residential: Rs. 43,700/-

Non-Residential: Rs. 37,700/-

plus GST as applicable (presently 18%) per participant. The fee covers tuition, board and lodging, courseware (in electronic form) and other facilities of the College including internet usage.

A discount of 10% on the Programme fee for three or more participants from the same organization will be given, provided the payment is credited into our Bank account before **December,02, 2024**

Note: Kindly forward us the details of Bank/Wire transfer of fee payment indicating the **Programme Code Prg /24 - 25 / 1 / 119** to **e -mail: poffice@asci.org.in** for confirmation.

Bank details are given below:

Bank Account Number: 62090698675

Beneficiary Name: Administrative Staff College of India

IFSC Code: SBIN0020063

Bank Name State Bank of India

Branch Address: Bellavista Branch, Raj Bhavan Road, Somajiguda, Hyderabad - 500 082

LAST DATE FOR NOMINATION

Last date for receiving nominations is **November, 20 2024**.

LAST DATE FOR WITHDRAWAL

November 27, 2024. Any withdrawals after this date will entail forfeiture of fee paid, if any.

MEDICAL INSURANCE

The nominees are requested to carry with them the proof of Medical Insurance. The sponsoring agency is required to endorse the nominee's medical coverage in the event of hospitalisation.

ASCI ALUMNI ASSOCIATION

Participants of the College programmes will automatically become members of the ASCI alumni association.

PROGRAMME DIRECTOR
DR. V. DEEPA NAIR

Email: deepa.nair@asci.org.in Phone: (+91)9391049802



ABOUT ASCI

ASCI is the first management development institution set up in the country at the instance of the Government of India and industry in 1956 to impart state-of-the-art management education for practicing managers, a legacy that we proudly take forward with strong alumni of over 1,69,000. We are proud of our alumni which includes the leaders of Indian industry and senior Civil Servants in the government, public sector undertakings to be a part of this unique organization. We are thankful to you all for the support extended in the past and look forward to your continuing patronage in 2024-25.

Also, ASCI conducts customized programmes for Government of India, State Governments, Public Sector, Private Sector and various international organizations. Our experienced faculty bring to the table a wealth of academic credentials, rich industry exposure and act as a catalyst in the classroom discussions, case study analyses and tutorials. Our faculty also conduct international programmes which provide an exposure to the global best practices. In addition to this, faculty at ASCI also carry out large number of management research activities (typically about 100 each year) which helps them provide the much needed value addition in the training programmes. In addition, we conduct non-residential programmes at our New Delhi Centre as well as off-campus programmes at the venue of the client's choice.



Administrative Staff College of India

Bella Vista, Raj Bhavan Road, Khairatabad,
Hyderabad - 500 082, India.

Telefax (Programmes Office): 0091-40-23324365

Mobile: 9246203535, Phone: 0091-40-66534247

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College Park Campus

Road No. 3, Banjara Hills,
Hyderabad - 500 034.

Tel: 040-66720700 / 01 /02 /05

Fax: 040-66720725

Delhi Campus

C-24, Institutional Area

South of IIT, Behind Qutub Hotel
New Delhi-110 016.

Tel: 011-26962204, 26961750,



asci
Leadership through Learning

ADMINISTRATIVE STAFF COLLEGE OF INDIA

Bella Vista, Raj Bhavan Road, Hyderabad - 500 082, India

Nomination Form
Certification Programme on
POSH
Compliance in
Higher Education Institutions (HEIs)
(December 04 - 06, 2024)

Nominee's Contact Information

Name (Mr/Ms)	:	_____	Date of Birth:	_____
Designation	:	_____	Qualification:	_____
Organisation	:	_____		
Address	:	_____		
Phone(s)	:	Office: _____	Mobile: _____	Home: _____
e-mail	:	_____	Fax:	_____

Sponsors Details

Name of the Sponsoring Authority:	:	_____	Designation:	_____
Organisation	:	_____		
GSTIN Number:	:	_____		
Address	:	_____		
	:	_____	Pincode:	_____
Phone(s)	:	Office: _____	Mobile: _____	
e-mail	:	_____	Fax:	_____

Fee particulars

Amount Payable	:	_____	Mode of Payment (DD/Ch/NEFT):	_____
Name of the Bank	:	_____	Date of Instrument/Transfer:	_____
Instrument Number:	:	_____	UTR Number for NEFT	_____

Medical Insurance:

Name of the Insurance Agency	Policy Number	Validity upto
_____	_____	_____
Note: Coverage should be available in Hyderabad, India.		

Signature and Official Seal of the Sponsoring Authority:

NOTE: Forward nomination form to: **Mr. G. Sreenivasa Reddy, Programmes Officer,** Administrative Staff College of India, Bella Vista, Hyderabad-500 082. Phone: 0091-40-66534247, 66533000, Mobile: 9246203535, Fax: 0091-40-66534356, e-mail: **poffice@asci.org.in**