

Indian Society for Training & Development

ISTD - KOLKATA CHAPTER

Programme Schedule

09.30 – 10.00 a.m.	Registration
10.00 – 10.05 a.m.	Welcome address by Mr. Rahul Bose, Chairman, ISTD – Kolkata Chapter
10.05 – 10.10 a.m.	Inauguration by Mr. M. K. Barman, Regional Vice President (East), ISTD
10.10 – 10.15 a.m.	Overview of the programme by Dr. Nataraj Ray, Past National President, ISTD
10.15 – 10.30 a.m.	Tea Break
10.30 – 12.00 p.m.	Session 1
12.00 – 01.00 p.m.	Session 2
01.00 – 02.00 p.m.	Lunch Break
02.00 – 03.30 p.m.	Session 3
03.30 – 04.15 p.m.	Session 4
04.15 – 04.30 p.m.	Tea Break
04.30 – 05.00 p.m.	Sum-up by Mr. B. D. Surana, Vice Chairman & Ms. Kausambi Chakraborty, Secretary, ISTD Kolkata Chapter & Certificate Distributions

Course Objective

- It highlights the salient provisions of the POSH Law, Statutory Compliances and the consequences of non-compliance. It actually helps find solutions.
- Participants will get a good idea of corporate and training aspects of POSH and will be able to conduct the programs in the organization and for the clients.
- All participants will receive 'Certificates' from Indian Society for Training & Development – Kolkata Chapter at the end of the Programme.

Programme Details

- ✓ Gender issues including Gender Discrimination, Gender Sensitivity and Gender Equality.
- ✓ Concept, Dimensions and Types of Sexual Harassment at Workplace.
- ✓ Legal definitions of workplace, employee, employer etc. under the POSH Law.
- ✓ Role of Employer and Employees in preventing Sexual Harassment.
- ✓ Obligations of the Employer.
- ✓ Preventive Authorities.
- ✓ Who can complain and where?
- ✓ Complaint mechanisms
- ✓ The inquiry process
- ✓ Redressal Process under POSH Act 2013
- ✓ POSH Compliance and Report

Who should participate

This program will be beneficial for Top Management, Senior Executive, Director, HR Professionals & Practitioners, Shop Floor Managers, Middle and Junior Level Management Staff both from line and HR functions, personnel & administrative executives, entrepreneurs, project in-charge, consultant, trainers and any other employees working in any department as awareness of the Act is mandatory for each and every employee of the organization.

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At the end of the training, participants will be able to

- ✓ Describe the concept as well as the importance of Prevention, Prohibition and Redressal of Sexual Harassment at Workplace.
- ✓ Explain different dimensions of Sexual Harassment and sexual discrimination.
- ✓ Explain with examples, quid pro quo and a hostile work environment as types of Sexual Harassment.
- ✓ Analyze Vishakha Guidelines as a precursor to the Sexual Harassment Women Act, 2013.
- ✓ Analyze various provisions of Sexual Harassment Women Act, 2013 - definition of Sexual Harassment, constitution of internal committees, procedure for filing complaints of Sexual Harassment, enquiry into complaints, actions during pendency of enquiry, duties of employers and so on.
- ✓ ISTD is providing customized trainer material for participants to be equipped to take further sessions on POSH training and Certification

Our Faculties

Dr. Ruma Gomes – Dr. Gomes is NUJS Certified POSH Trainer. Presently working as an Independent POSH advisor and consultant, Leadership coach and mentor. Behavioural Based Safety trainer, Psychometric Assessor and OD consultant.

Dr. Gautami Chattopadhyay – Certified POSH Trainer worked with Kachar Cancer Hospital. A Training & Development Professional with 20 years of experience.

Mr. Sukreet Shome – TUV Certified POSH Trainer, IIM Shillong Alumnus and KPMG Certified Instructional Design Practitioner. A life member and elected Managing Committee Member of ISTD and designed and conducted training programs across diverse sectors. An IBM and TUV Certified Design Thinking Practitioner.

Ms. Yasmin Khatoon – Advocate, Calcutta High Court and Howrah Court, ICC member – Doordarshan Kolkata, Eastern Railway, Legal Personnel One Stop Centre, Howrah, Mediator and Panel Advocate, DLSA Howrah.

Mr. S.K. Ghosh – MBA (Personnel), L.L.B (Advocate), Worked in Personnel, HR, IR, Labour Laws & Employee Engagement functions at BHEL (PSU) & L&T. Practiced previously at Labour Court & Industrial Tribunal, Calcutta. External Member on the Internal Complaints Committees (ICC) under POSH at various establishments.

About the Society:

The Indian Society for Training and Development (ISTD) is a premier National Institution with international affiliations devoted to the cause of Human Resources Development through trainers. A founder member of the major HRD network chains in the world, namely. The international Federation of Training and Development Organization (IFTDO), Geneva and Asian Regional Training and Development Organization (ARDO), Manila. It was established in April 1970 as a non-profit Society registered under the Societies Registration Act, 1860. It has a large membership of organizations, institutions and other bodies. It has 56 chapters spread throughout the country with the National Headquarter in New Delhi. ISTD-Kolkata chapter is one of the major chapters in India. It won the “Best Chapter” award for 1999-2000, 2003-2004 and 2010-2011. It hosted the 30th, 34th and 42nd National Conventions and also hosted “Eastern India Leadership Summit” which was well appreciated by the professional fraternity.

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Workshop on updation of POSH Law - The Sexual Harassment of Women at Workplace
(Prevention, Prohibition and Redressal) Act 2013 on 05th April 2025 (Saturday)
Hotel Ritu IVY, 215, Shantipally, Beside GST Bhawan, Kasba, Kolkata – 700107

Registration Form

Our Organization will be represented by

<u>Name</u>	<u>Designation</u>
1
2
3

Nominated by

Name Address.....
.....

Mobile/Phone no.....Email ID.....

SignatureDate.....

Registration fee per participant (Non-refundable), Rs.1,850/- (Rupees One Thousand Eight Hundred Fifty only), Inclusive of all Taxes, Pre-Registration is required, Change of Nomination is allowed.

A Cheque/Cash for Rs.drawn in favour of the "Indian Society for Training and Development"
or you may pay directly to the Bank, State Bank Of India, Ruby Park Branch,
A/C No-39156567938, IFSC CODE – SBIN0008438.

SCAN & PAY



For further details and queries please contact

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