

DHARANI FINANCE LIMITED



PREVENTION OF SEXUAL HARRASEMENT OF WOMEN AT WORKPLACE

Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 has come into effect from 9th December 2013. This Act was passed to provide protection against sexual harassment at workplace and for redressal of complaints etc.

According to Section 4 of the above Act, every employer has to constitute an Internal Complaints Committee in each office consisting of the following members:

- a) Presiding Officer who shall be a woman employee at a senior level from amongst employees.
- b) Not less than 2 members from amongst employees
- c) One member from non-government organizations or associations committed to the cause of women.
- d) At least one half of the total members shall be women and shall hold office not exceeding 3 years

The constitution of such Committee is not mandatory where the total number of workers is less than 10.

According to Section 19(b), every employer shall display at any conspicuous place in the workplace, the order constituting the Internal Complaints Committee and also the penal consequences.

Section 21 of the Act requires the Internal Complaints Committee to prepare an Annual Report and submit to the Employer as well as to the District Officer (The District Officer may be anyone like District Magistrate or Additional District Magistrate or Collector or Deputy Collector).

As per Section 22 of the Act the Employer is to include in its Annual Report the number of cases filed, if any and their disposal.

Section 26 of the Act provides for a penalty amount upto Rs.50,000/- if the Internal Complaints Committee is not constituted.

Incidentally, Section 205 of the Companies Act, 2013, which came into effect from 1st April 2014, defines one of the functions of the Company Secretary is to report to the Board about the compliances of the provisions of the Companies Act and other laws applicable to the Company.
