



Committed to developing "Conscientious, Confident & Caring quality nursing professionals"  
MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S

**Smt. Bakul Tambat Institute of Nursing Education**

(Affiliated to MSBNE, MNC, MUHS & INC, NAAC Accredited) 'A' Grade



## **Criterion V**

# **Student Support and Progression**

### **(2024-2025)**

#### **5.1 Student support**

**5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances / prevention of sexual harassment /prevention of ragging adoption of guidelines of regulatory bodies presence of the committee and mechanism of receiving student grievances (online/offline) periodic meetings of the committee with minute record of action taken**

#### **3. Any other relevant information**

**MKSSS BTINE,  
PUNE**

**VISHAKHA  
COMMITTEE  
ANNUAL REPORT  
2024-2025**

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**Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of Nursing Education  
Karvenagar, Pune 411 052**

**Vishakha committee Report 2024-2025**

***Objectives of the Vishakha Committee:***

**1. Create a Safe and Respectful Learning Environment:**

- To ensure that students, faculty, and staff have a safe, respectful, and harassment-free environment for learning and working.

**2. Prevent Sexual Harassment:**

- To actively prevent sexual harassment and other forms of gender-based violence on campus through awareness, education, and strict enforcement of policies.

**3. Educate the College Community:**

- To raise awareness among students, faculty, and staff about sexual harassment and gender sensitivity, promoting understanding and respect.

**4. Provide a Mechanism for Redressal:**

- To establish and maintain an accessible, confidential, and impartial grievance redressal mechanism for students and staff who may experience sexual harassment.

**5. Ensure Compliance with Legal Provisions:**

- To comply with the Prevention of Sexual Harassment (POSH) Act and other relevant legal frameworks, ensuring that the college environment adheres to legal standards for safety and respect.

**6. Promote Gender Equality:**

- To foster a campus culture where equality, dignity, and mutual respect are upheld, and where all members feel safe and empowered to raise concerns without fear of retaliation.

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***Functions of the Vishakha Committee:***

**1. Monitor and Prevent Sexual Harassment:**

- Regularly monitor the campus and its activities to prevent incidents of sexual harassment, including organizing surprise visits to key areas on campus.

- Establish clear channels for reporting incidents of harassment and act quickly to address and resolve any issues.

**2. Raise Awareness and Sensitize the Campus Community:**

- Organize workshops, seminars, and orientation programs to educate students, faculty, and staff about the POSH Act, sexual harassment, and the importance of maintaining a safe campus.
- Provide training on gender sensitivity, respect, and appropriate conduct to ensure all members understand the importance of a harassment-free environment.

**3. Provide a Platform for Grievances:**

- Offer a confidential and easily accessible platform for students, faculty, and staff to report incidents of harassment, either through a physical or digital reporting system.
- Ensure anonymity and protection for the complainants to prevent any retaliation or victimization.

**4. Investigate Complaints and Take Corrective Actions:**

- Investigate all complaints of sexual harassment fairly, promptly, and thoroughly, ensuring a transparent and unbiased process.
- Take appropriate actions based on the findings of the investigation, ranging from warnings to formal disciplinary action or legal proceedings, as necessary.

**5. Counsel and Support Victims:**

- Provide counseling services to victims of harassment, offering emotional support and guidance to help them cope with the situation.
- Ensure that victims are aware of their rights and the steps they can take to seek justice and protection under the law.

**6. Create Awareness of Legal Rights and Procedures:**

- Educate students and staff about their legal rights under the POSH Act and other related laws.
- Ensure that students and staff are aware of the procedures for reporting sexual harassment and the steps involved in resolving complaints.

**7. Facilitate Training and Workshops:**

- Conduct regular training and workshops for faculty and staff to enhance their ability to identify, address, and prevent sexual harassment in the college environment.

- Provide training for student leaders, class representatives, and campus volunteers to act as awareness ambassadors for anti-harassment initiatives.

**8. Promote Gender Sensitivity Across Campus:**

- Promote discussions, events, and campaigns on gender equality, respect, and inclusivity to cultivate a more open-minded and supportive environment.
- Celebrate gender diversity and inclusivity through cultural events, discussions, and collaborations with external organizations.

**9. Maintain Confidentiality and Protect the Identity of Complainants:**

- Ensure that all complaints and investigations are handled with the utmost confidentiality, respecting the privacy of the complainant and the accused.
- Take necessary precautions to protect the identity of the complainant and ensure that there is no retaliation or victimization.

**10. Ensure Transparency and Accountability:**

- Maintain detailed records of all complaints, investigations, and resolutions. Regularly update the college management and other stakeholders about the committee's activities.
- Periodically review and update policies, ensuring they are in line with current legal frameworks and the college's commitment to creating a safe environment.

**11. Collaborate with External Agencies:**

- In cases of severe incidents, collaborate with law enforcement and external agencies such as legal professionals or counselors to ensure a fair and effective resolution process.
- Coordinate with local authorities if required for legal action or intervention.

**12. Foster a Culture of Respect and Inclusivity:**

- Promote an overall campus environment that celebrates diversity, encourages mutual respect, and prioritizes the dignity of every individual.
- Organize awareness campaigns that challenge stereotypes, raise consciousness about gender issues, and foster respect for all members of the campus community.

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION,  
KARVENAGAR, PUNE- 411052**

**VISHAKHA COMMITTEE 2024-2025**

**(Prevention Sexual Harassment)**

**INTERNAL COMPLAINT COMMITTEE**

	<b>DETAILS</b>	<b>Post</b>	<b>Gender</b>
<b>Name of Presiding Officer:</b>	Dr. Vandana Palsane	Presiding officer	Female
<b>Designation:</b>	Retired Professor, Sociologist (MSW) MKSSS SVCON		
<b>Address:</b>	D-4, Trend park society, near chattushringi temple, senapati bapad road, Pune-411016		
<b>Mobile No. and email address:</b>	9850742830 vanpalsane@gmail.com		
<b>Name of NGO member:</b>	Dr. Vandana Palsane	Member	Female
<b>Mobile No. and email address:</b>	Same as above		
<b>Name of member:</b>	Ms. Kshama Bhambere	Member	Female
<b>Designation:</b>	WPSI, Warje Police Station, Pune		
<b>Mobile No. and email address:</b>	9850222658 ms.kshamabhambere@gmail.com		
<b>Name of member</b>	Dr. Meena Ganapathy	Member	Female
<b>Mobile No. and email address</b>	9860407994		

	meena.ganapathy@mksssbtime.in		
<b>Name of member</b>	Dr. Shubhada Ponkshe	Member	Female
<b>Mobile No. and email address</b>	9764761833 shubhada.ponkshe@mksssbtime.in		
<b>Name of member</b>	Mrs. L. Bijayalakshmi Devi	Member secretary (in charge)	Female
<b>Mobile No. and email address</b>	9225504086 bijayalakshmi@mksssbtime.in		
<b>Name of member</b>	Mrs. Deepali Shinde	Member (SNA advisor)	Female
<b>Mobile No. and email address</b>	8793339898 deepali.khaire@mksssbtime.in		
<b>Name of member</b>	Mrs. Manjusha Daundkar	Member (legal advisor)	Female
<b>Mobile No. and email address</b>	9970785050 bayakarvehostel@maharshikarve.org		
<b>Name of member</b>	Mrs. Rita Shah	Member (Hostel rector)	Female
<b>Mobile No. and email address</b>	7972797314 sassonhostel@maharshikarve.org		
<b>Name of member</b>	Mrs. Arpita Satkar	Member (Junior Clerk)	Female
<b>Mobile No. and email address</b>	9881056961		

  
Sign of In-charge

  
Sign of the Principal

**PRINCIPAL**  
Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411002.

**Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of Nursing Education  
Karvenagar, Pune 411 052**

**ANNUAL REPORT  
VISHAKHA COMMITTEE 2024-2025**

**1. Introduction**

The Internal Complaints Committee (ICC) at Maharshi Karve Stree Shikshan Samstha's Smt. Bakul Tambat Institute Of Nursing Education, Karvenagar, Pune-411052, has undertaken multiple initiatives during the academic year 2024–2025 to ensure a safe, inclusive, and harassment-free environment for all students and staff. The committee remains committed to promoting awareness, taking preventive measures, and addressing any issues related to sexual harassment and gender-based discrimination in accordance with the UGC guidelines and the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

**2. Awareness & Orientation Programs**

A **General Awareness Meeting** was conducted on **10th January 2025**, where:

- The **objectives and functions of the ICC** were explained to students.
- The institution's **Zero Tolerance Policy**, disciplinary actions, and preventive measures were discussed.
- The importance of UGC portal registration (for awareness purposes) was shared with students.
- A **copy of rules and regulations** was distributed to class coordinators and shared via email with all faculty members.
- **Emergency contact numbers**, including local police personnel, were displayed on the **Main Notice Board** for distress calls.

**3. Institutional Compliance**

- The institute's ICC registered the official **college login ID** on the UGC portal for compliance and reporting purposes.

- The **Online ICC compliance report** was successfully submitted as per regulatory requirements.

#### **4. Awareness Material and Communication**

- Posters with information about **gender sensitization, prevention of sexual harassment, and reporting procedures** were displayed in every classroom, as per university directives.
- Regular communication was maintained to keep students informed about their rights and available grievance redressal mechanisms.

#### **5. Committee Meetings Conducted**

Two general ICC meetings were held:

- **10/01/2025:**
  - Objectives of the committee and details of student representatives were introduced to freshers.
  - Policies and rules were reiterated to raise awareness.
- **12/06/2025:**
  - Committee reviewed the year's progress.
  - Open discussion was held to gather feedback from students and faculty members across departments.

#### **6. Monitoring and Surprise Inspections**

- **Regular inspections** of the hostel and college campus were conducted by ICC squad members at scheduled intervals.
- **Surprise visits** were carried out by class coordinators and committee members to identify and prevent any misconduct or violations.
- No incidents of sexual harassment or related issues were reported during these checks.

#### **7. Observations**

- ICC noted encouraging levels of awareness and cooperation among students and staff.
- No formal complaints were reported during the academic year 2024–2025.

- Feedback received during meetings highlighted the positive impact of awareness sessions and accessibility of the committee.

## 7. Conclusion

The Internal Complaints Committee has maintained vigilant oversight throughout the academic year and has successfully created a safe, inclusive atmosphere within the campus. Continued efforts will be made to enhance awareness, strengthen preventive measures, and maintain transparency in grievance redressed processes.

### Enclosures:

- Minutes of ICC Meetings
- List of ICC Members (Staff and Student Representatives)
- Sample Posters and Circulars

**Documented by-** Ms. Renuka Nagwanshi.

  
Sign of In-charge

  
Sign of Principal

**PRINCIPAL**

**Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.**

**Date: 06/01/2025**

**To  
All staff and students  
MKSSSBTINE  
Karvenagar, Pune**

This is to inform you that, there will be Anti-ragging and Vishakha committees meeting on 10/01/2025 at 2 pm in Multi-purpose hall, MKSSSBTINE, Pune-52.

**Agenda of the meeting:**

1. General report on student's related to anti-ragging and Vishakha committee,
2. Brochure for Anti-ragging and Vishakha committees display and discussion.
3. Any others issues if presented.



**Sign of Principal  
PRINCIPAL**

**Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.**

**Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of Nursing Education  
Karvenagar, Pune 411 052  
Vishakha Committee 2024-2025**

**Meeting minute-1**

**Date:** 10th January 2025

**Time:** 2:00 PM – 3:00 PM

**Venue:** Multi-purpose Hall

**Overview:**

An awareness session on the **Vishakha Committee (Sexual Harassment Prevention Cell)** was organized for first-year students enrolled in **Basic B.Sc. Nursing, GNM, Post Basic B.Sc. Nursing, and M.Sc. Nursing** courses. The program aimed to sensitize students on the importance of maintaining a harassment-free environment and to introduce them to the committee's structure, role, and support mechanisms.

- **Total Participants:** 178 Students and 10 Faculty Members
- **Resource Persons:**
  - Dr. Meena Ganapathy – Chairperson, Vishakha Committee
  - Mrs. L. Bijayalakshmi Devi – Committee In-charge
  - Mrs. Renuka Nagwanshi – Member
  - Ms. Deepika Gawali – Member

**Agenda:**

- Introduction to the Vishakha Committee and its functions
- Objectives and responsibilities of committee members
- Gender sensitization and equality awareness
- Legal and institutional frameworks for prevention
- Complaint reporting procedures and online affidavit process

### **Program Details:**

The session commenced with a welcome address by **Dr. Meena Ganapathy**, who emphasized the institution's commitment to maintaining a **safe, respectful, and inclusive campus**. **Mrs. L. Bijayalakshmi Devi** then introduced the **Vishakha Committee**, explained the composition and responsibilities of its members, and provided their contact information for easy accessibility. A presentation by **Ms. Deepika Gawali** covered key discussion points:

- **Committee Objectives:** Ensuring a safe environment in campus and clinical areas by preventing and addressing harassment.
- **Roles & Responsibilities:** Offering redressal mechanisms, conducting awareness activities, and ensuring a fear-free reporting atmosphere.
- **Preventive Measures:** Clear reporting protocol, psychological support mechanisms, and awareness tools like brochures and posters.
- **Gender Sensitization:** Videos and PPTs were shown on gender equity and women's safety, followed by an open discussion to address student queries.

**Brochures** explaining the Vishakha Committee's role and institutional support systems were distributed to all attendees. Students were also guided on filling the **UGC Online Affidavit I & II**, with step-by-step instructions to complete this admission requirement confidently and correctly.

### **Historical Context Shared:**

Mrs. Bijayalakshmi elaborated on the **origin of the Vishakha Guidelines**, referencing the **Bhawari Devi case** and how the guidelines, formulated under the leadership of **Justice Sujata Manohar**, led to the legal framework addressing workplace sexual harassment in India.

### **Institutional Measures:**

- **UGC Registration:** College Login ID under UGC
- **Posters & Notices:** posters displayed in hostels and academic buildings
- **Open Reporting Culture:** A transparent and confidential grievance redressal system is in place

- **Zero-Tolerance Policy:** Strict action is taken on any violation in accordance with legal and institutional frameworks

### **Student Interaction:**

A **Q&A segment** encouraged students to raise concerns and clarify doubts regarding harassment, gender rights, and committee procedures. The queries were addressed in a student-friendly and informative manner by the committee members.

### **Conclusion:**

The awareness session successfully:

- Introduced students to the functioning of the Vishakha Committee
- Promoted understanding of **students' rights** and **gender-sensitive practices**
- Provided practical guidance on reporting and support systems
- Encouraged a culture of respect, responsibility, and zero tolerance toward harassment

The session concluded at **3:00 PM**, reinforcing the institution's dedication to creating a safe educational environment. Students and staff were urged to remain vigilant and proactive in using the resources and mechanisms provided.

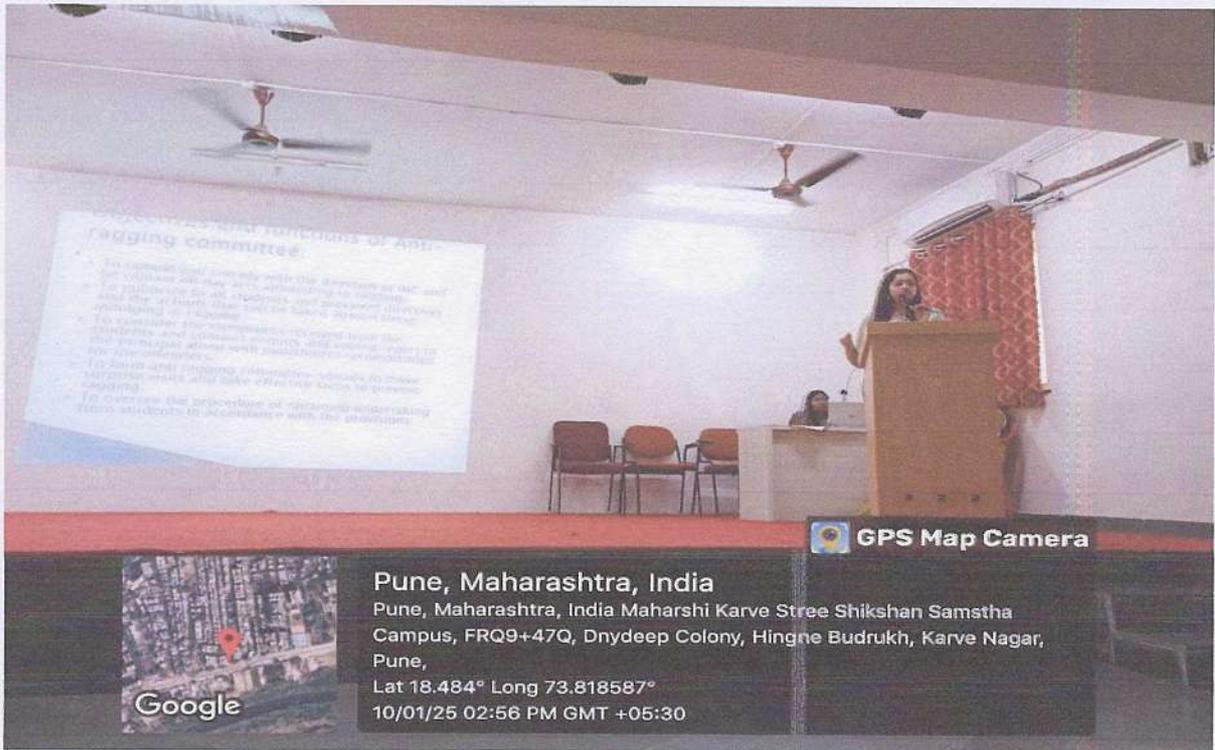
### **Enclosures:**

- Attendance Sheet
- Photographs of the Session
- Brochure Sample
- List of Vishakha Committee Members
- Presentation Slides

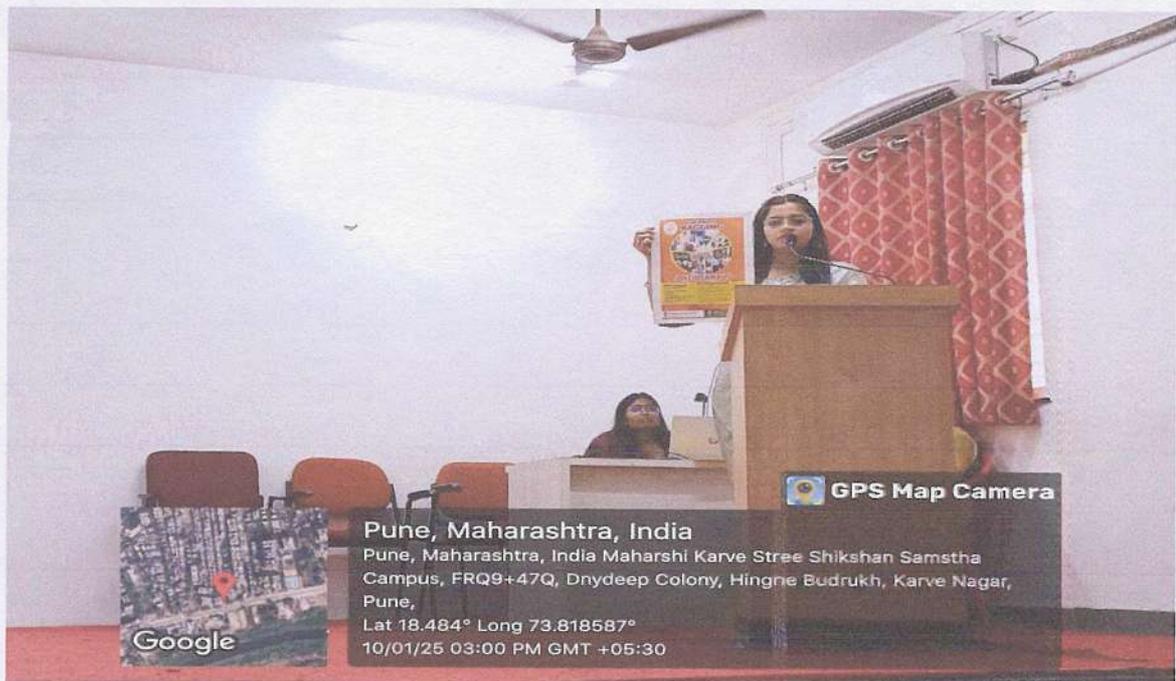
**Documented by-** Ms. Renuka Nagwanshi.

  
Sign of Committee In-charge

  
Sign of the Principal  
**PRINCIPAL**  
Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.



**Orientation of discipline ,grievance committee followed with anti-ragging committee to all 1<sup>st</sup> year students.**



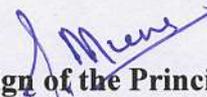
**Displaying anti-ragging posters distributed by UGC anti-ragging committee to students.**



**Maharshi Karve Stree Shikshan Samtha's**  
**Smt. Bakul Tambat Institute of Nursing Education, Pune-52**  
**Vishakha Committee 2024-2025**  
**Action taken for meeting minutes -1**  
**Conducted on 10/01/25**

S.N.	Areas discussed	Action taken
1.	Awareness regarding rules and regulations related to Vishakha Committee in the institute	A detailed PowerPoint presentation on the rules and regulations of the Vishakha Committee was conducted during the meeting. The implications and responsibilities of the committee were discussed thoroughly with all attendees.
2.	Vishakha Committee brochure distribution	Brochures related to the Vishakha Committee were distributed to all students and staff during the session to provide information on the committee's role, reporting mechanisms, and contact details.
3.	Submission of Vishakha compliance	Submission of gender champions and sexual harassment report in SAKSHAM portal and UAMP portal

  
**Sign of In-charge**

  
**Sign of the Principal**  
**PRINCIPAL**  
**Maharshi Karve Stree Shikshan Samtha's**  
**Smt. Bakul Tambat Institute of**  
**Nursing Education**  
**Karvenagar, Pune-411052.**

**Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of Nursing Education,  
Karvenagar, Pune 411 052**

**VISHAKHA COMMITTEE 2024-2025  
(Prevention Sexual Harassment)  
List of student representative 2024-2025**

S.N	Name of the Program	Name of student representative	Email id of student representative	Mobile number of student representative
1	ANM 1 <sup>st</sup> year	Ms. Sanika Hemant	sanika.hemant@mksssbtine.in	8766997422
2	ANM 2 <sup>nd</sup> year	Ms. Pratiksha Gaikwad	pratiksha.gaikwad@mksssbtine.in	9637483024
3	GNM 1 <sup>st</sup> year	Ms. Shrutika Sathe	shrutika.sathe@mksssbtine.in	9699165314
4	GNM 2 <sup>nd</sup> year	Ms. Shraddha Khopade	shraddha.khopade@mksssbtine.in	8261926998
5	GNM 3 <sup>rd</sup> year	Ms. Pranjali Kharabe	pranjali.kharabe@mksssbtine.in	9689549453
6	BSC 1 <sup>st</sup> semister	Ms. Swanandi Wanjale	swanandi.wanjale@mksssbtine.in	8237843348
7	BSC 2 <sup>nd</sup> semister	-	-	-
8	BSC 3 <sup>rd</sup> semister	Ms. Vaishnavi Kadam	vaishnavi.kadam@mksssbtine.in	8080840313
9	Bsc 4 <sup>th</sup> semister	Ms. Sayali kale	sayali.kale@mksssbtine.in	7249189328
10	P.B.B.Sc 1 <sup>st</sup> year	Ms. Mansi Walhekar	mansi.walhekar@mksssbtine.in	9028982446
11	P.B.B.Sc 2 <sup>nd</sup> year	Ms. Nutan Khopade	nutan.khopade@mksssbtine.in	9322868029
12	MSC 1 <sup>st</sup> year	Ms. Manasi Patel	manasi.patel@mksssbtine.in	7746971648
13	MSC 2 <sup>nd</sup> year	Ms. Pallavi Dhabe	pallavi.dhabe@mksssbtine.in	8421180641

  
Sign of In-charge

  
Sign of the Principal  
**PRINCIPAL**  
Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.

**Circular**

**Date: 12/06/2025**

**To,  
All staff and students  
MKSSSBTINE  
Karvenagar, Pune**

This is to inform you that, there will be Discipline, Anti-ragging, Vishakha and Grievance committees meeting on 13/06/2025 at 11 am-12pm in 1<sup>st</sup> year P.B.BSc classroom, MKSSSBTINE; Pune-52.

**Agenda of the meeting:**

1. General report on student's related to Discipline, Anti-ragging, Vishakha & Grievance committee.
2. Information about committee members.
3. Any others issues if presented.



**Sign of Principal**

**PRINCIPAL**  
Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052

**Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of Nursing Education, Pune-52  
Vishakha Committee 2024-2025  
Meeting Minutes-2**

**Date:** 12/06/2025

**Timing:** 11.00 am to 12.00 pm

**Venue:** MPH, MKSSS BTINE, Pune

**Agenda:**

1. General report on students related to the Vishakha Committee and the Internal Complaints Committee (ICC).
2. Any other issues presented.

**Details of the Meeting:**

The awareness program was conducted by Mrs. L. Bijayalakshmi Devi, the in-charge of the Vishakha Committee and Internal Complaints Committee (ICC), along with Mrs. Renuka Nagwanshi and Ms. Deepika Gawali. The program was attended by all four committee members and all student representatives, in MPH. The session began at 11:00 AM.

**Key Points Discussed:**

- The objectives of the program were presented and explained in detail, including the rationale behind the regulations and policies in place.
- Students were introduced to Ms. Shama Bhambere, the new police personnel (WPSI), who has been added as a member of the Internal Complaints Committee (ICC).
- The students were given an open forum to discuss any issues they might be facing. The committee members emphasized the importance of maintaining a respectful and safe environment, both on campus and in clinical settings. They also provided information regarding the various actions and policies regarding incidents of harassment or inappropriate behavior.

- The members explained the by-laws regarding sexual harassment in college and clinical areas, reiterating that the institute has a zero-tolerance policy towards such behavior.
- Students were encouraged to raise any concerns, and it was assured that their voices would be heard and addressed promptly.

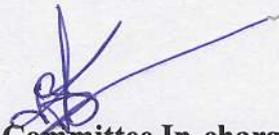
**Outcome:**

- After an open discussion with student representatives, it was reported that no incidents of harassment or inappropriate behavior had been observed or reported by students in the institute or clinical areas.
- The student representatives were asked to share the information discussed in the meeting with their respective classes to ensure widespread awareness.
- As of this meeting, there have been no reported instances of harassment or any related concerns.

The meeting concluded at 12:00 PM, with no further issues raised for discussion.

**Meeting Adjourned at: 12:00 PM**

**Documented by- Ms. Renuka Nagwanshi.**

  
**Sign of Committee In-charge**

  
**Sign of the Principal**  
**PRINCIPAL**  
Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.

Image: Meeting and discussion on progress





Google

GPS Map Camera

Pune, Maharashtra, India

Maharshi Karve Stree Shikshan Samstha Campus,  
Frq9+47q, Dnydeep Colony, Hingne Budrukh,  
Karvenagar, Pune, Maharashtra 411052, India  
Lat 18.487857° Long 73.818134°  
13/06/25 11:23 AM GMT +05:30



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Pune, Maharashtra, India

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Karvenagar, Pune, Maharashtra 411052, India  
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**Maharshi Karve Stree Shikshan Samstha's**  
**Smt. Bakul Tambat Institute of Nursing Education, Pune-52**  
**Vishakha Committee 2024-2025**  
**Action taken for Meeting Minutes-2 conducted on 12/06/25**

S.N.	Areas discussed	Action taken
1	Monitoring any incidence of harassment in the institute and clinical areas	Monitoring of Harassment Incidents: The Vishakha Committee, along with the Internal Complaints Committee (ICC), carried out surprise visits in both the institute and clinical areas to monitor any potential harassment incidents. These visits were documented, and reports were maintained in the Vishakha Committee register to ensure ongoing vigilance.
2	Providing a forum for discussion to maintain a harassment-free campus	<b>Forum for Discussion:</b> To further promote a safe environment, student representatives were instructed to inform their classmates about the Vishakha Committee's role and the importance of maintaining a harassment-free campus. This has established clear communication regarding the committee's purpose and how students can report any incidents they may experience.
3	POSH Act Awareness & Workshops	<b>POSH Act Workshop for Students:</b> To enhance awareness and ensure compliance with the Prevention of Sexual Harassment (POSH) Act, a dedicated workshop was conducted for all students. The session explained the provisions of the POSH Act, the importance of a safe learning environment, the process for reporting sexual harassment, and the protection of students' rights. This initiative has equipped students with the knowledge and tools to identify, address, and report any incidents of sexual harassment, ensuring a safer campus for all.

  
Sign of Committee In-charge

  
Sign of the Principal

**PRINCIPAL**

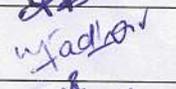
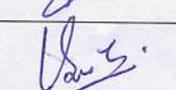
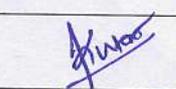
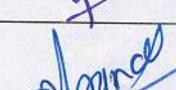
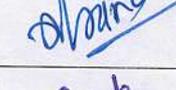
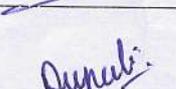
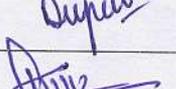
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**Karvenagar, Pune-411052.**

**Maharshi Karve Stree Shikshan Samstha's**  
**Smt. Bakul Tambat Institute of Nursing Education, Pune-52**  
**Vishakha Committee 2023-2024**  
**Meeting Minutes-2**  
**List of Faculty Attended**

**Date: 12/06/2025**

**Time: 11am-12pm**

**Place: MPH, MKSSS BTINE, Pune-52**

S.N.	Name of the Faculty staff	Designation	Position	Sign
1	Dr. Shubhada Ponshe	Associate Professor	Member of Vishakha	
2	Mrs. Bijayalakshmi Devi	Professor	Committee in-charge	
3	Mrs. Ujwala Jadhav	Assistant Professor	Monitoring and squad member	
4	Mrs. Nupoor Bhambid	Professor	Monitoring and squad member	
5	Ms. Lisham Smita Devi	Associate Professor	Monitoring and squad member	
6	Mrs. Shailaja. M.J Mathews	Lecturer	Monitoring and squad member	
7	Mrs. Ashwini Sutar	Clinical Instructor	Monitoring and squad member	
8	Mrs. Jyoti Karande	Associate Professor	Hostel in-charge and Monitoring and squad member	
9	Mrs. Dipali Awate	Clinical Instructor	Monitoring and squad member	
10	Mrs. Deepali Shinde	Lecturer/ Assistant professor	SNA advisor Monitoring and squad member	
11	Mrs. Rupali Dhume	Clinical Instructor	Health in-charge	
12	Mrs. Renuka Nagwanshi	Clinical Instructor	Vishakha committee member	
13	Mrs. Deepika Gawali Dhas	Clinical Instructor	Anti-ragging committee member	
14	Ms. Salwa Duste	Clinical Instructor	Discipline committee member	

  
**Sign of In-charge**

  
**Sign of the Principal**

**PRINCIPAL**

**Maharshi Karve Stree Shikshan Samstha's**  
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**Nursing Education**  
**Karvenagar, Pune-411002.**

**Maharshi Karve Stree Shikshan Samstha's**  
**Smt. Bakul Tambat Institute of Nursing Education,**  
**Karvenagar, Pune 411 052**  
**Vishakha committee**  
**Meeting minute -2**  
**List of student representative attended 2024-2025**

S.N	Name of the Program	Name of student representative	Email id of student representative	Mobile number of student representative
1	ANM 1 <sup>st</sup> year	Ms. Sanika Hemant	sanika.hemant@mksssbtime.in	8766997422
2	ANM 2 <sup>nd</sup> year	Ms. Pratiksha Gaikwad	pratiksha.gaikwad@mksssbtime.in	9637483024
3	GNM 1 <sup>st</sup> year	Ms. Shrutika Sathe	shrutika.sathe@mksssbtime.in	9699165314
4	GNM 2 <sup>nd</sup> year	Ms. Shraddha Khopade	shraddha.khopade@mksssbtime.in	8261926998
5	GNM 3 <sup>rd</sup> year	Ms. Pranjali Kharabe	pranjali.kharabe@mksssbtime.in	9689549453
6	BSC 1 <sup>st</sup> semister	Ms. Swanandi Wanjale	swanandi.wanjale@mksssbtime.in	8237843348
7	BSC 2 <sup>nd</sup> semister	-	-	-
8	BSC 3 <sup>rd</sup> semister	Ms. Vaishnavi Kadam	vaishnavi.kadam@mksssbtime.in	8080840313
9	Bsc 4 <sup>th</sup> semister	Ms. Sayali kale	sayali.kale@mksssbtime.in	7249189328
10	P.B.B.Sc1 <sup>st</sup> year	Ms. Mansi Walhekar	mansi.walhekar@mksssbtime.in	9028982446
11	P.B.B.Sc 2 <sup>nd</sup> year	Ms. Nutan Khopade	nutan.khopade@mksssbtime.in	9322868029
12	MSC 1 <sup>st</sup> year	Ms. Manasi Patel	manasi.patel@mksssbtime.in	7746971648
13	MSC 2 <sup>nd</sup> year	Ms. Pallavi Dhabe	pallavi.dhabe@mksssbtime.in	8421180641

  
**Sign of In-charge**

  
**Sign of the Principal**

**PRINCIPAL**  
**Maharshi Karve Stree Shikshan Samstha's**  
**Smt. Bakul Tambat Institute of**  
**Nursing Education**  
**Karvenagar, Pune-411052.**

MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION KARVENAGER,  
PUNE – 411052

# REPORT ON WORKSHOP ON POSH



SEXUAL HARASSMENT OF WOMEN AT  
WORKPLACE (PREVENTION, PROHIBITION, AND  
REDRESSAL)

ACT, 2013

**Report on Workshop on POSH Sexual Harassment of Women at Workplace  
(Prevention, Prohibition, and Redressal) Act, 2013**

**DATE:** 21<sup>th</sup> March 2025

**TOPIC:** POSH Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013

**TIME:** 10.00 am to 4.00 pm

**VENUE:** MKSSS BTINE MPH hall, Karvenagar, Pune-52

**Online Platforms:** Zoom meeting.

On 21<sup>th</sup> March 2025 final year GNM student and teacher attended online workshop on POSH Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013 by Mr. Manoj Wagh, trainer of Tech Trainers and Testers Pune. He discuss about

Chapter 1. Filing complaint of sexual harassment at workplace

Chapter 2. Terminology as per the sexual harassment act 2013

Chapter 3. Constitution of Internal Complaint Committee (ICC)

Chapter 4. Power and Duties of ICC (Internal Complaint Committee)

Chapter 5. Working of ICC (Step-by-step procedure to investigate complaint of Sexual harassment)

Chapter 6. Preparation of report of investigation

Chapter 7. Legal compliances on employer (Duties of Employer)

Chapter 8. Preparation of zero tolerance policy against sexual harassment of women at workplace

Chapter 9. Local compliant committee (LCC)

Chapter 10. Precautionary measures to be taken to prevent sexual harassment of women at Workplace

Chapter 11. What is not sexual harassment of women at workplace?

**What is PoSH act:**

In India, the issue of sexual harassment at the workplace has long been neglected, with many women either suffering in silence or leaving their jobs due to an unsafe working environment. Recognising the severity of this issue, the Indian government enacted the

Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, commonly referred to as the PoSH Act. The Act aims to provide women with a safe working environment, free from harassment and discrimination, ensuring that their rights to equality, dignity, and freedom are protected.

This article discusses the key provisions of the PoSH Act, its implementation, and its impact on workplaces across India. It also explores the challenges the Act faces and the judicial perspectives that have shaped its application.

### **PoSH (Protection of Women from Sexual Harassment) Act, 2013**

The PoSH Act has been implemented to prevent and protect women from sexual harassment at the workplace and thereby ensure a safe working environment for women.

The PoSH Act, as mandatory compliance, requires every company having more than ten employees to constitute an Internal Complaints Committee (ICC) in the prescribed manner to receive and address the complaints of any sort of sexual harassment from women in a time-bound and extremely confidential manner.

The person who can file a complaint has to be a woman, the POSH Act is not gender neutral.

### **Provisions of the PoSH Act**

- The Act defines sexual harassment at the workplace and creates a mechanism for redressal of complaints and safeguards against false or malicious charges.
- Every employer is required to constitute an Internal Complaints Committee (ICC) at each office or branch with 10 or more employees.
- The Complaints Committees have the powers of civil courts and are required to provide for conciliation before initiating an inquiry if requested by the complainant.
- Penalties have been prescribed for employers for non-compliance with the provisions of the Act.
- The State Government will notify the District Officer in every district, who will constitute a Local Complaints Committee (LCC) to enable women in the unorganized sector or small establishments to work in an environment free of sexual harassment

### **Historical Background of POSH Act**

Before the PoSH Act was passed, the only means of addressing sexual harassment in India was through the Supreme Court's Vishakha guidelines. These guidelines were established in

1997 in response to the case of *Vishakha and Others v. State of Rajasthan*, in which a social worker named Bhanwari Devi was raped after she tried to stop a child marriage. In the absence of clear legal provisions, the Supreme Court laid down guidelines to provide a framework for dealing with sexual harassment in the workplace.

While the Vishakha guidelines provided a legal foundation, they were not statutory, which meant that their implementation was often inconsistent. The PoSH Act, therefore, sought to codify these guidelines into law and extend them across all workplaces in India, ensuring a clear, enforceable framework for addressing sexual harassment.

### **Legislative Timeline of PoSH Act**

The PoSH Act was introduced in the Parliament in 2010 and passed by the Lok Sabha (lower house) in 2012. The Rajya Sabha (upper house) passed it in February 2013, and the Act was finally assented to by the President of India in April 2013. It came into force in December 2013, marking a significant milestone in India's legal framework for protecting women at the workplace.

The Act was formulated to provide a clear and effective mechanism to prevent sexual harassment and offer redressal to victims. By incorporating the Vishakha guidelines into a statutory framework, the PoSH Act ensures that workplaces across India are held accountable for providing a safe and respectful environment for women.

### **SHe-Box**

- The Ministry of Women & Child Development had launched Sexual Harassment electronic Box (SHe-Box) to provide single window access to every woman, irrespective of her work status, whether working in the organized or unorganized, private or public sector, to facilitate the registration of complaint related to sexual harassment.
- Any woman facing sexual harassment at the workplace can register their complaint through this portal.
- Once a complaint is submitted to the 'SHe-Box', it will be directly sent to the concerned authority having jurisdiction to take action into the matter.

## **Key Provisions of the PoSH Act**

### **Definition of Sexual Harassment**

The PoSH Act provides a detailed and broad definition of sexual harassment, ensuring that women are protected from a wide range of conduct. The Act defines sexual harassment as any unwelcome physical contact, sexual advances, requests for sexual favours, making sexually coloured remarks, showing pornography, or any other unwelcome physical, verbal, or non-verbal conduct of a sexual nature.

This definition extends to both verbal and physical harassment, making it clear that harassment is not limited to just physical acts but can include inappropriate comments, gestures, and online behaviour. This comprehensive definition ensures that women are protected in all types of workplace environments, whether traditional or modern, and whether the harassment is overt or subtle.

### **Scope of Protection**

The PoSH Act provides protection not only to female employees but also to clients, customers, and domestic workers, making it inclusive in its reach. The definition of “aggrieved woman” under the Act is broad, covering all women, regardless of age, employment status, or sector (organised or unorganised). This inclusive approach ensures that the protection of women extends beyond office spaces to include women working in informal sectors or domestic settings.

The Act also applies to women working in remote locations, non-traditional workplaces, or in the informal economy, recognising the diversity of working environments across India. This is particularly important as women in these sectors were often left without legal protection under previous laws.

### **Internal Complaints Committee (ICC)**

The PoSH Act mandates that every organisation with 10 or more employees must constitute an Internal Complaints Committee (ICC). The ICC plays a pivotal role in addressing complaints of sexual harassment within the workplace. The committee is tasked with receiving and addressing complaints, conducting inquiries, and recommending appropriate actions. The committee has the powers of a civil court for gathering evidence, making it a key mechanism in the redressal process.

The ICC must be constituted in such a way that it is both independent and gender-sensitive, with at least half of its members being women. The committee should include at least one

external member who is an expert in the field of women's rights. This ensures that the committee is equipped to handle complaints impartially and sensitively.

### **Duties of Employers under POSH Act**

The PoSH Act places several responsibilities on employers to create a safe working environment. Employers must:

- Ensure that the workplace is free from sexual harassment and provide a mechanism for resolving complaints.
- Create awareness about the Act by displaying information about the provisions of the Act and conducting regular sensitisation programmes for employees.
- Ensure the establishment of an ICC in every office with 10 or more employees.
- Take appropriate action within the time frame prescribed by the Act in case of a complaint.

Employers are also required to maintain a safe working environment by taking preventive steps such as displaying the policy on sexual harassment, addressing complaints effectively, and protecting victims and witnesses from retaliation.

### **Complaint Mechanism as Per POSH Act**

The PoSH Act sets out a clear process for filing complaints of sexual harassment, which is crucial for empowering women to take action. Complaints can be filed with the ICC, which will then conduct an inquiry into the allegations. The inquiry process should be conducted in a confidential and timely manner, ensuring that the rights and dignity of the complainant and the accused are respected.

The committee is required to complete the inquiry within 90 days and submit a report to the employer or the District Officer, who must take action within 60 days of receiving the report. If the employer fails to take action, the complainant can approach the District Officer, who is responsible for enforcing compliance.

### **Penalties for Non-Compliance**

The Act includes penalties for employers who fail to comply with its provisions. Non-compliance can result in fines of up to ₹50,000. Repeated violations may result in more severe penalties, including the cancellation of the employer's business licence or deregistration. This ensures that employers take the issue of sexual harassment seriously and are held accountable for any violations.

### **Local Complaints Committee (LCC)**

In addition to the ICC, the Act also establishes Local Complaints Committees (LCCs) at the district level. The LCCs are tasked with addressing complaints from organisations with fewer than 10 employees or cases where the Internal Complaints Committee is unable to function effectively. These committees are also essential for providing women in remote or rural areas with a platform to voice their grievances.

### **Conclusion**

Students and participants understand the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 is a vital piece of legislation aimed at creating a safe and dignified workplace for women across India. By providing clear provisions for preventing, prohibiting, and addressing sexual harassment, the Act has made significant strides in promoting gender equality at work. However, its successful implementation depends on the commitment of employers, employees, and government authorities to enforce its provisions consistently.

**Documented by-** Ms Renuka Nagwanshi.

  
**Sign of Principal**  
**PRINCIPAL**

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Nursing Education  
Karvenagar, Pune-411052.**

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**Smt. Bakul Tambat Institute of Nursing Education**  
**Karvenagar, Pune- 411052**  
**THIRD YEAR GNM (2024-25)**

**Workshop on POSH Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013**

Sr.No.	Name of Student	Sign
1	Aadhav Utkarsha Navnath	Aadhav.U.N
2	Adawade Sakshi Vishwanath	Sakshi
3	Akhade Samidha Balu	SBakhade
4	Badgandi Neha Sahebanna	Neha
5	Bagwan Tanjila Akbar	Tanjila
6	Bhandwalkar Shrutika Dipak	Shrutika
7	Bhise Monika Manohar	MBhise
8	Bhore Vidya Babasaheb	VBhore
9	Bhosale Kajal Vishnu	Kajal
10	Bodekar Pradnya Ramesh	PBodekar
11	Chaudhari Sakshi Manohar	Sakshi
12	Chavan Bharati Ramlu	BChavan
13	Chimane Tejaswini Udhav	
14	Dasvate Soniya Sharad	Soniya
15	Dhadawe Sejal Ramesh	Sejal
16	Dhadve Sneha Laxman	S.D
17	Dhage Pratiksha Dhananjay	
18	Dhamal Rutuja Sanjay	Rutuja
19	Dhamal Sneha Chetan	S.D
20	Dhaygude Vaishnavi Maruti	
21	Gaikwad Riya Deshbandhu	Riyan
22	Gaikwad Roshani Ranajit	
23	Gaikwad Snehal Dhanesh	Snehal
24	Gaikwad Snehal Sambhaji	Snehal
25	Gaikwad Sonam Hanmant	Sonam
26	Gavali Vijaya Uddhav	
27	Gaware Nikita Anil	Nikita
28	Ghadge Pooja Santosh	P.G
29	Gorde Vaishnavi Ramdas	V.G
30	Gosavi Aishwarya Rajendra	A.G
31	Gujar Akshada Shantaram	Akshada
32	Gurki Suchita Mallesh	Suchita
33	Jadhav Prachi Pravin	
34	Jadhav Snehal Goraksh	Snehal
35	Jarkad Nikita Balasaheb	Nikita
36	Joshi Gayatri Vijay	
37	Kambale Pranali Ravindra	
38	Kamble Mansi Vikram	
39	Kamble Meghana Balu	M
40	Kamble Priti Babu	P.Kamble

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Karvenagar, Pune- 411052**

**THIRD YEAR GNM (2024-25)**

**Workshop on POSH Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013**

Sr.No.	Name of Student	Sign
41	Kanade Sayali Nitin	
42	Karpe Tejasvi Dipak	<i>Karpe</i>
43	Kharabe Pranjali Shivaji	<i>Bharadwaj</i>
44	Khedkar Monika Keshav	<i>Rmonika</i>
45	Kheratkar Amisha Hanumant	<i>Amisha</i>
46	Kokane Tanishka Ganesh	<i>T.K</i>
47	Kshirsagar Deepali Sunil	
48	Navgire Shalaka Shashikant	<i>SN</i>
49	Pande Sneha Suresh	<i>Pande</i>
50	Parab Diksha Sanjay	<i>Diksha</i>
51	Patane Vaishnavi Kamlakar	<i>Vaishnavi</i>
52	Pathare Sakshi Dattatray	<i>Sakshi</i>
53	Patole Sneha Shailesh	<i>Sneha</i>
54	Pedukar Manswi Prakash	<i>Mpedukar</i>
55	Pendulkar Manisha Krushna	
56	Ramgude Mansi Ramesh	<i>Ramgude</i>
57	Sadakale Vaishnavi Sunil	
58	Sakore Sayali Balaso	
59	Sakpal Vrushi Rajendra	<i>Vrushi</i>
60	Salunke Pramila Sanjay	<i>Pramila</i>
61	Sarwade Supriya Lala	<i>Supriya</i>
62	Savare Divya Raju	<i>Divya</i>
63	Shendge Pooja Chandrakant	<i>Shendge</i>
64	Sonawane Urjita Umesh	<i>Sonawane</i>
65	Suryavanshi Shravani Nana	<i>Suryavanshi</i>
66	Taware Bhakti Dhanraj	<i>B.A. Taware</i>
67	Timma Sunita Bicchu	
68	Vare Nilam Balu	<i>Nilam</i>
69	Waghmare Pratiksha Sunil	<i>Waghmare</i>
70	Waghole Samiksha Santosh	<i>Waghole</i>
71	Yadav Aparna Sunil	<i>Aparna</i>
72	Yogi Jyoti Udaynath	<i>Jyoti</i>
73	Zade Nandini Maruti	<i>Zade</i>

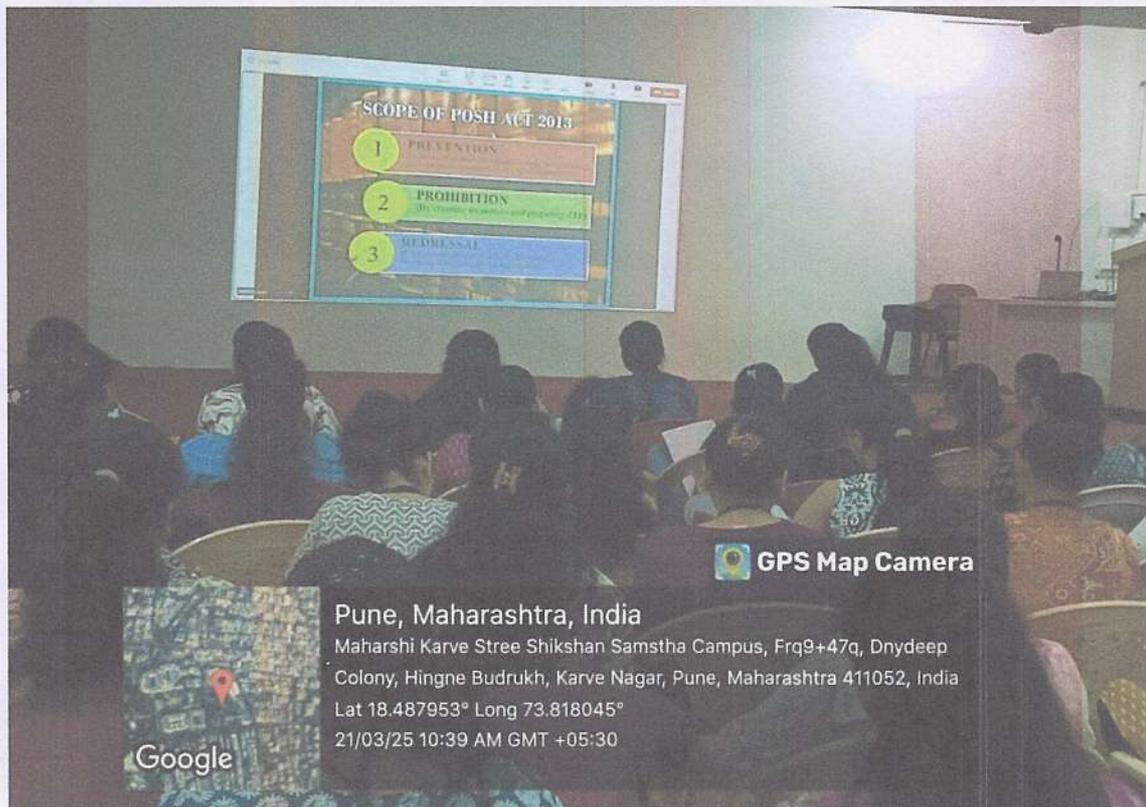
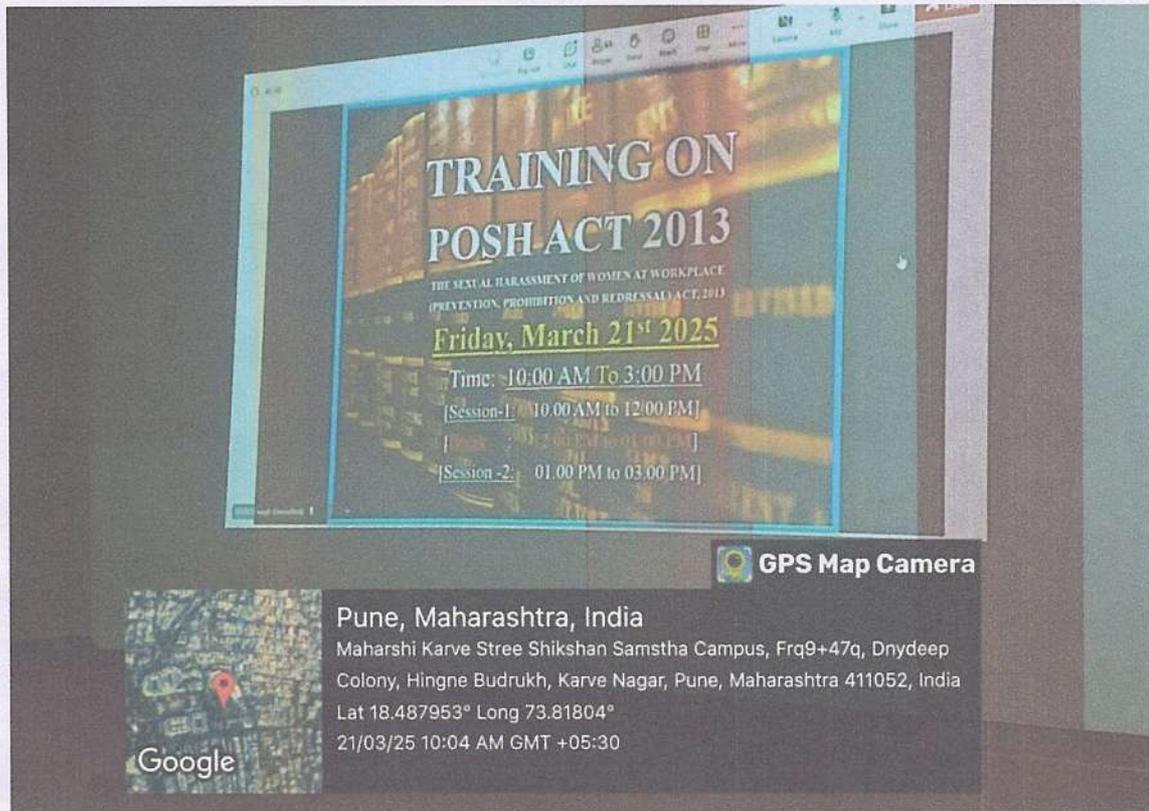
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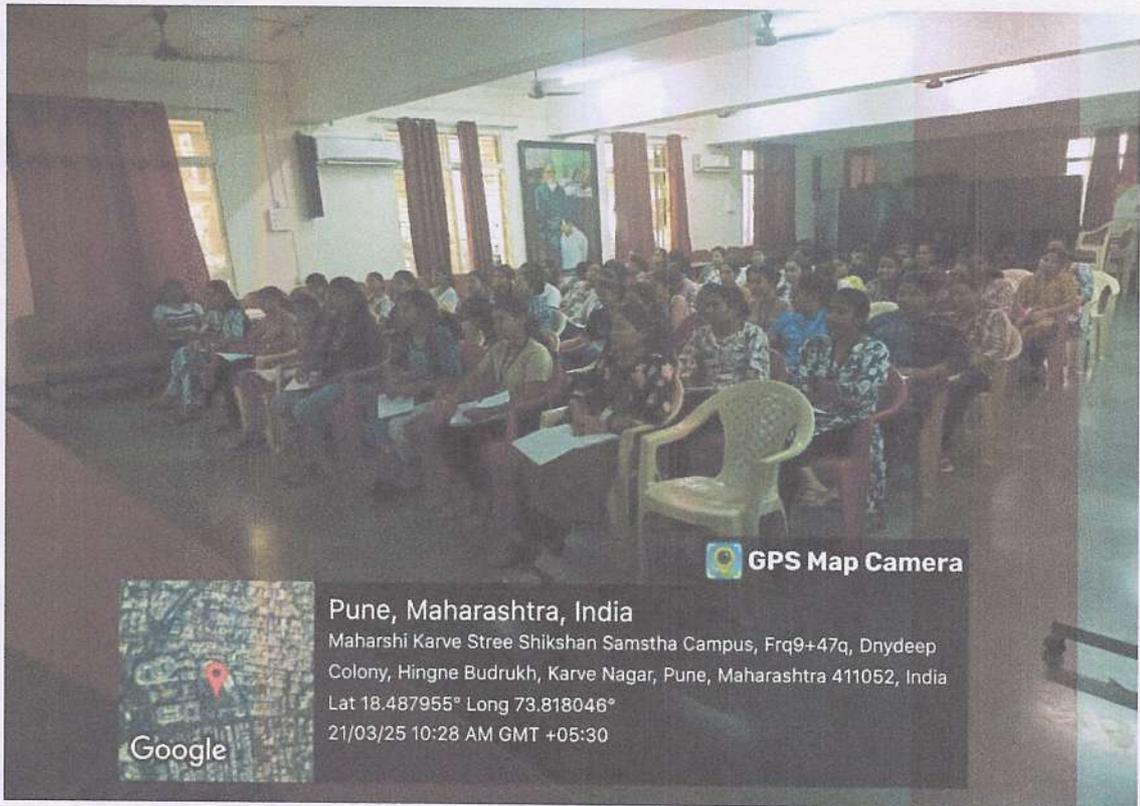
**SIGN OF ORGANIZER**

*M. Meena*  
**SIGN OF PRINCIPAL**  
**PRINCIPAL**

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## PHOTO OF WORKSHOP





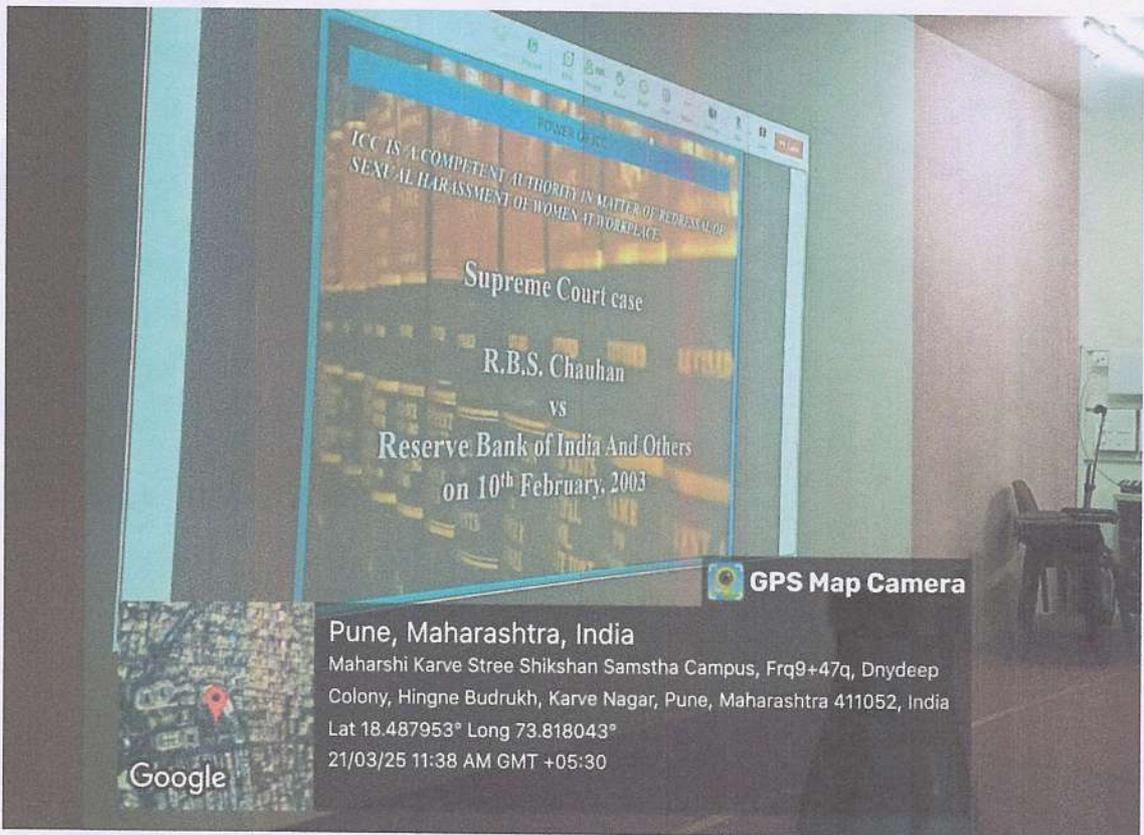
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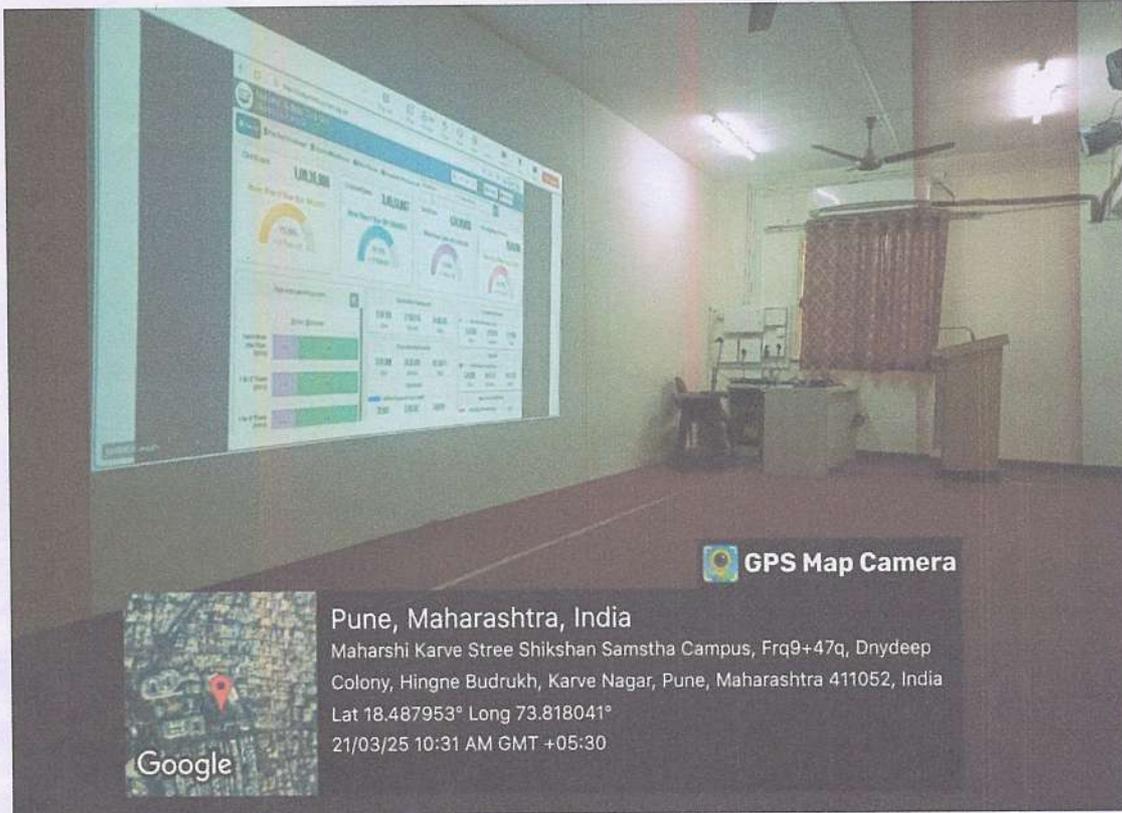
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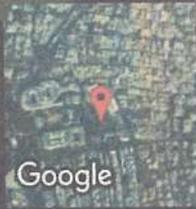
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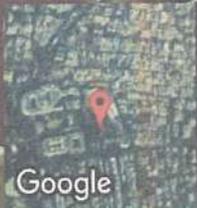
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 GPS Map Camera



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Pune, Maharashtra, India

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 Lat 18.487958° Long 73.818038°  
 21/03/25 10:20 AM GMT +05:30



# Tech Trainers And Testers Pune

Govt. of Maharashtra Registration No. MAHA./1774/PUNE, & F-61131/PUNE

## Certificate

*Awarded To*

**MS. RENUKA SUDHAKAR NAGWANSHI**

**For participation in online workshop on  
THE SEXUAL HARASSMENT OF WOMEN AT WORKPLACE  
(PREVENTION, PROHIBITION AND REDRESSAL) ACT, 2013**

THE ABOVE CANDIDATE HAS BEEN REGISTERED AND ATTENDED  
ONLINE WORKSHOP ON SAID TOPIC ON SATURDAY, JULY 27<sup>TH</sup>  
2024 AND IS HEREBY BESTOWED THIS CERTIFICATE.

**Dr. Prashant Godghate**  
Secretary  
Tech Trainers And Testers Pune



**Mr. Manoj R. Wagh- PMP**  
Chairman  
Tech Trainers And Testers Pune

Date of issue: 27-07-2024

Cert. Batch No.: OLWPOSH6

