

INDIAN NATIONAL PUBLIC SCHOOL

E-78A SECTOR 20 NOIDA

Circular No. General / 07/ 2017-18

Date 03-07-2017.

OFFICE ORDER

Sub: Sexual Harassment of women at workplace

A committee is hereby formed consisting of following staff of the school to monitor and check the sexual harassment of female workers at school premises.

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|---------------------|----------|
| 1. Sh. V.K.Gupta | Convener |
| 2. Sh Amitava Datta | Member |
| 3. Smt Upma Jain | Member |
| 4. Smt Suman Sharma | member |

The committee shall ensure an incident free atmosphere in the school. Any complaint of sexual harassment from any worker shall be investigated and suitable action shall be taken against the culprit.

All teachers and workers should be sensitized to prevent sexual assault, touched or hit, verbal abuse, bullying, touting, stereotyping and other form of humiliation. It is further emphasized that sexual harassment of an body in any form shall not be tolerated. The committee shall be responsible to create a suitable mechanism so that nobody should even intend to make any move in this regard.

A register should be maintained for record of all cases of sexual harassment and action taken on each case.

Manager

Copy to

1. All members of the committee.
2. All teachers.
3. Copy to Notice Board

