



Certified Sexual Harassment
Awareness Professional
VS-1441

Vskills Certifications

Vskills Brochure



Skills for a secure future

Certified Sexual Harassment Awareness Professional

Certification Code VS-1441

Sexual harassment is any form of unwelcome sexual behaviour that's offensive, humiliating or intimidating.

The most effective way to create a workplace free from sexual harassment is to make aware all employees of it and legal implications so as to identify warning signs and follow proper protocols.

Why should one take this certification?

Increased participation of women in work environments have stressed for safe and secure work places. Globally companies need to comply with sexual harassment prevention related regulations.

The sexual harassment awareness course, not only widens awareness of candidates but also assess and certifies knowledge on same.

Who will benefit from taking this certification?

Supervisors, managers, executives and senior management should undergo the awareness course, to identify, respond, report and prevent sexual harassment practice at workplace.

Test Details

- **Duration:** 60 minutes
- **No. of questions:** 50
- **Maximum marks:** 50, Passing marks: 25 (50%)

There is no negative marking in this module.

Fee Structure

Rs. 3,499/- (Excludes taxes)*

*Fees may change without prior notice, please refer <http://www.vskills.in> for updated fees

Table of Contents

1. Introduction to Sexual Harassment

- 1.1 What is Sexual Harassment
- 1.2 Evolving Phenomenon of Sexual Harassment and its Forms
- 1.3 Types of Harassers
- 1.4 Causes of Sexual Harassment
- 1.5 Impact of Sexual Harassment
- 1.6 Principles for Sexual Harassment Determination
- 1.7 Vishaka Guidelines and the Law

2. Legal Framework in India

- 2.1 The Constitution of India
- 2.2 The Indian Penal Code
- 2.3 The Indian Evidence Act
- 2.4 The Contract Law
- 2.5 Torts
- 2.6 Sexual Harassment of Women at Workplace Act, 2013

3. PoSH Act 2013 Introduction

- 3.1 Act Enactment and Functioning
- 3.2 Features of the Act
- 3.3 Basics of the Act
- 3.4 Definitions and Terminologies
- 3.5 Preventive Measures of Sexual Harassment
- 3.6 Forms of Workplace Sexual Harassment
- 3.7 Consequences
- 3.8 Criticism of the Act

4. Prevention and Prohibition in PoSH Act 2013

- 4.1 Strategies for Prevention
- 4.2 Who is responsible for prevention?
- 4.3 Internal Complaints Committee (ICC)
- 4.4 Local Complaints Committee(LCC)
- 4.5 Duties of the Employer
- 4.6 Duties and Powers of District Officer
- 4.7 Other Responsibilities
- 4.8 Penalty for Non-compliance of the Act

5. Redressal of Sexual Harassment in PoSH Act 2013

- 5.1 Complaint Mechanism Legal Provisions
- 5.2 Complaints Registration Process
- 5.3 Responsibilities for Complaint Redressal
- 5.4 Inquiry Process

6. Process of Monitoring PoSH Act 2013

- 6.1 Monitoring Sexual Harassment
- 6.2 Steps to Prevent Sexual Harassment
- 6.3 Annual Report Filing
- 6.4 Submission of Reports

7. Anti-Sexual Harassment Policy

- 7.1 Main Elements of the Policy
- 7.2 Legal Requirements
- 7.3 Policy Formation
- 7.4 Policy Drafting Guidelines
- 7.5 Policy Checklist
- 7.6 Policy Implementation Steps
- 7.7 Policy Implementation Challenges
- 7.8 Publicizing the Policy
- 7.9 Policy Adherence
- 7.10 Auditing Anti-sexual harassment policy
- 7.11 Upgrading Anti-Harassment Policy

8. Communication and Training of Employees

- 8.1 Communicating Right Policy
- 8.2 Implementing a Sensitization Program
- 8.3 Conducting Workshops
- 8.4 Training
- 8.5 Best Practices
- 8.6 SHe-box

9. Miscellaneous

- 9.1 Sexual Harassment Around the Globe
- 9.2 Sample Audit Report
- 9.3 Sample PoSH Policy
- 9.4 Sexual Harassment Court Cases

Sample Questions

1. What is not sexual harassment

- A. Physical contact
- B. A demand or request for sexual favours
- C. Sexually coloured remarks
- D. None of these

2. When does sexual harassment take place

- A. Subjects another person to an unwelcome act of physical intimacy, like grabbing, brushing, touching, pinching etc.
- B. Makes an unwelcome demand or request (whether directly or by implication) for sexual favours from another person, and further makes it a condition for employment/payment of wages/increment/promotion etc.
- C. Makes an unwelcome remark with sexual connotations, like sexually explicit compliments/cracking inappropriate jokes with sexual connotations/ making sexist remarks etc.
- D. All of these

3. Which section of The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, outlines formation of local complaints committee

- A. 5
- B. 6
- C. 7
- D. 8

4. Which section of The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, outlines conciliation

- A. 8
- B. 9
- C. 10
- D. 11

5. Which section of The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, outlines duties of employer

- A. 17
- B. 18
- C. 19
- D. None of these

Answers: 1 (D), 2 (D), 3 (C), 4 (C), 5 (C)

Certified Sexual Harassment Awareness Professional

Certifications

- ▶ **Accounting, Banking & Finance**
 - Certified GST Professional
 - Certified AML-KYC Compliance Officer
 - Certified Business Accountant
 - Certified BASEL III Professional
 - Certified GAAP Accounting Standards Professional
 - Certified Treasury Markets Professional
- ▶ **Big Data**
 - Certified Hadoop and Mapreduce Professional
- ▶ **Cloud Computing**
 - Certified Cloud Computing Professional
- ▶ **Design**
 - Certified Interior Designer
- ▶ **Digital Media**
 - Certified Social Media Marketing Professional
 - Certified Inbound Marketing Professional
 - Certified Digital Marketing Professional
- ▶ **Foreign Trade**
 - Certified Export Import (Foreign Trade) Professional
- ▶ **Health, Nutrition and Well Being**
 - Certified Fitness Instructor
- ▶ **Hospitality**
 - Certified Restaurant Team Member (Hospitality)
- ▶ **Human Resources**
 - Certified HR Compensation Manager
 - Certified HR Staffing Manager
 - Certified Human Resources Manager
 - Certified Performance Appraisal Manager
- ▶ **Office Skills**
 - Certified Data Entry Operator
 - Certified Office Administrator
- ▶ **Project Management**
 - Certified Master in Project Management
 - Certified Scrum Specialist
- ▶ **Real Estate**
 - Certified Real Estate Consultant
- ▶ **Marketing**
 - Certified Marketing Manager
- ▶ **Quality**
 - Certified Six Sigma Green Belt Professional
 - Certified Six Sigma Black Belt Professional
 - Certified TQM Professional
- ▶ **Logistics & Supply Chain Management**
 - Certified International Logistics Professional
 - Certified Logistics & SCM Professional
 - Certified Supply Chain Management Professional
- ▶ **Legal**
 - Certified IPR & Legal Manager
 - Certified Labour Law Analyst
 - Certified Business Law Analyst
 - Certified Corporate Law Analyst
- ▶ **Information Technology**
 - Certified Angular JS Professional
 - Certified Basic Network Support Professional
 - Certified Business Intelligence Professional
 - Certified Core Java Developer
 - Certified E-commerce Professional
 - Certified IT Support Professional
 - Certified PHP Professional
 - Certified Selenium Professional
- ▶ **Mobile Application Development**
 - Certified Android Apps Developer
 - Certified iPhone Apps Developer
- ▶ **Security**
 - Certified Ethical Hacking and Security Professional
 - Certified Network Security Professional
- ▶ **Management**
 - Certified Corporate Governance Professional
 - Certified Corporate Social Responsibility Professional
 - Certified Leadership Skills Professional
- ▶ **Life Skills**
 - Certified Business Communication Specialist
 - Certified Public Relations Officer
- ▶ **Media**
 - Certified Advertising Manager
 - Certified Advertising Sales Professional
- ▶ **Sales, BPO**
 - Certified Sales Manager
 - Certified Telesales Executive

& many more job related certifications

Contact us at:
V-Skills

011-473 44 723 or info@vskills.in
www.vskills.in