

**PODAR INTERNATIONAL SCHOOL - CBSE**

Survey No. 22/70, Ubale Nagar,

Chokhi Dhani Road,

Wagholi, Pune-412207

Tel : 7276102233

Email : principal.wagholi@podar.org

www.podareducation.org

Affiliation No. - 1130577


**PODAR**  
INTERNATIONAL SCHOOL
**Dear Madam /Sir,**

The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 is mandatory to form an **Internal Committee (IC)** at Workplace to provide protection to Women against sexual harassment at workplace and for the prevention and redressal of complaints of sexual harassment and for matter connected therewith or incidental thereto.

The committee for PIS-Wagholi has been constituted under POSH ACT 2013 in (March 2023). As per the guideline IC committee should be reconstituted every after 3 years. Hence we are reconstituting committee.

Kindly find the details of the IC Committee.

Under the provisions of  
**The Sexual Harassment of Women at Workplace  
(Prevention, Prohibition and Redressal) Act, 2013**

**Name of School**Podar International School  
Wagholi**Internal Committee****Date: 28<sup>th</sup> March, 2023**

Sr. No	Name	Designation	Phone No.	E-mail
<b><u>Presiding Officer</u></b>				
1.	Ms. Deepti Sharma	TGT-Sr.Coordinator	7276102233	deepti.sharma@podar.org
<b><u>Internal Member</u></b>				
2.	Ms. Shital Nalawade	PRT-Teacher,(Sr.Primary Coordinator)	7276102233	shital.nalawade@podar.org
3.	Ms. Mudra Saxena	TGT-Teacher,(Middle Coordinator)	7276102233	mudra.saxena@podar.org
4.	Ms. Ashwini Taru	PRT-Teacher,(Primary Coordinator)	7276102233	ashwini.taru@podar.org
<b><u>External Member</u></b>				
5.	Ms. Tania Ghosh	Non Parent	8421991555	ghosh_taniadiya@yahoo.co.in

**More Than Grades**

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Also attaching herewith following documents:

- 1) Guideline under POSH
- 2) FAQ – Annual Report
- 3) Annual Report draft.

Please note, Presiding officer has to submit quarterly report and annual report with HR.

**Copy To**

- **Presiding Officer** –Ms. Deepti Sharma, TGT-Sr. Coordinator, PIS-Wagholi
- **Internal Members** –
  - 1.Ms.Shital Nalawade, PRT-Teacher-Sr. Primary Coordinator, PIS-Wagholi
  - 2.Ms.Mudra Saxena, TGT-Teacher-Middle Coordinator, PIS-Wagholi
  - 3.Ms.Ashwini Taru, PRT-Teacher-Primary Coordinator, PIS-Wagholi
- **External Member** -Ms. Tania Ghosh, Non Parent, PIS-Wagholi
- **HRBP** -Ms.Namrata Deshmukh, HR-Executive,PIS-Wakad

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**PODAR**  
INTERNATIONAL SCHOOL

**To,**

Ms.Tania Ghosh  
A-704 Marval Friya,  
Wagholi.

Dear Madam,

We have appointed you as an 'External Member' in the Internal Committee of POSH Act, 2013 under The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal Act, 2013 (POSH Act) w.e.f. **28<sup>th</sup> March 2023.**

**Thanks,**

Podar International School  
Wagholi

**Authorized person**  
Ms. Deepti Sharma



**Copy To**

- **Principal** –Mr.Munish Sharma, Principal, PIS-Wagholi
- **Internal Member** –
  1. Ms. Deepti Sharma, TGT-Sr.Coordinator, PIS-Wagholi
  2. Ms. Shital Nalawade, PRT-Teacher-Sr. Primary Coordinator, PIS-Wagholi
  3. Ms. Mudra Saxena, TGT-Teacher-Middle Coordinator, PIS-Wagholi
  4. Ms. Ashwini Taru, PRT-Teacher-Primary Coordinator, PIS-Wagholi
- **HRBP** – Ms.Namrata Deshmukh, HR-Executive, PIS-Wakad