

# SHADAN COLLEGE OF ENGINEERING & TECHNOLOGY

Established by SHADAN EDUCATIONAL SOCIETY.

Approved by A.I.C.T.E and Affiliated to JNTUH, Hyderabad. Website: www.scet.in E-Mail:scet\_shadan@yahoo.co.uk

### PREVENTION OF SEXUAL HARASSMENT COMMITTEE

Academic year: 2016 -2017

## PERSPECTIVE PLAN

S. No.	Date of the event	Department/ Committee	Plan (Name of the Event)	SOP (Standard Operating Procedure)	Budget for the Event
1	-	POSH Committee	Committee Meeting	<ul> <li>Proposal to conduct seminars on POSH</li> <li>To solve the complaints received</li> </ul>	-
2	10/11/2016	POSH Committee	Zero Tolerance for Sexual Harassment Seminar	<ul> <li>Committee circular &amp; MOM</li> <li>Request letter to principal</li> <li>→ Office circular</li> <li>→ Post event report &amp; photos</li> </ul>	Rs.800
3	07/03/2017	POSH Committee	Seminar Self- confidence & POSH	<ul> <li>Committee circular &amp; MOM</li> <li>Request letter to principal</li> <li>Office circular</li> <li>Post event report &amp; photos</li> </ul>	Rs.6000



PRINCIPAL

Shadan & Standbering & Technology

hrDERABAD - 500 008



#### ESTD1995

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4	18/04/2017	Women Empowerment Committee	Career Counselling Session on Enlightening the Bewildered	<ul> <li>➤ Committee circular &amp; MOM</li> <li>➤ Request letter to principal</li> <li>&gt; Budget proposal</li> <li>➤ Principal invitation to guest</li> <li>&gt; Office circular</li> <li>&gt; Budget Expenditure Report</li> <li>➤ Post event report &amp; photos</li> </ul>	-
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Mrs.Amtul Fatima Asra

Convener -POSH Committee

#### CC to:

1. Principal for kind information

2. The Management for kind information

3. All HODs, IQAC

HOD/ME Nami HOD/ME Nami HOD/CINL: HOD/CSC. G HOD/MBA M.)C