

PODAR INTERNATIONAL SCHOOL CBSE

Affiliation No. : 1131187

Opp To Sai Mandir, Jalna Road, Sundarwadi
Chh. Sambhajinagar, Maharashtra - 431007

Tel: 74149 58599 / 82917 00670

Email Id: principal.aursundarwadi@podar.org
www.podareducation.org

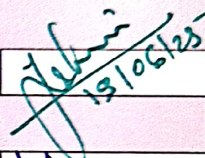
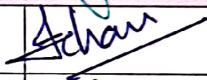
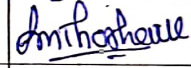
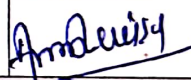



PODAR
INTERNATIONAL SCHOOL

Date:-19/06/2025

PODAR INTERNATIONAL SCHOOL (CBSE), Sunadarwadi formed
Internal Complaints Committee under Act 2013.

Attendees

Sr.No	Name of Members	Designation	Signature
Presiding Officer			
1	MS. Vaishali Joshi	Principal	
Committee Member			
1	Janhvi Channe	Coordinator	
2	Swati Thoratthe	Coordinator	
3	Mr . Amol Pandav	Teacher (HOD English Dept.)	
External Member			
1	Mrs.Sangeeta Tambat	Advocate	

We All Attended Internal Complaints Committee Formation meeting


Principal
Podar International School
Sundarwadi, Aurangabad.



More Than Grades



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PODAR INTERNATIONAL SCHOOL (CBSE)

Sundarwadi, Chh.Sambhajinagar

Internal Complaints Committee (ICC) 2025-26

PODAR INTERNATIONAL SCHOOL (CBSE), SUNDARWADI FORMED INTERNAL COMPLAINTS COMMITTEE UNDER ACT 2013.

ATTENDANCE OF MEETING DATED: 19.06.25

Sr No	Name	Designation	Sign
1	Vaishali Joshi	Principal	
2	Nayana Avhad	HM	
3	Shailesh Swami	Admin Officer	
4	Nutan Mahajan	Accountant	
5	Nehali Khoche	FDE	
6	Ankush Ghotekar	Librarian	
7	Aishwarya Aghav	Admission Counsellor	
8	Ritika Pilania	Counsellor	
9	Rupali Sawale	Nurse	
10	Naaz Khan	Teacher	
11	Ragini Bhole	Teacher	
12	Manisha Nirmal	Teacher	
13	Nivedita Dhamdhare	Teacher	
14	Upashree Mandal	Teacher	
15	Shweta Pechphule	Teacher	
16	Manisha Khanapure	Teacher	
17	Smita Salunke	Teacher	
18	Prachi Gajbhiv	Coordinator	
19	Sushma Kendre	Teacher	
20	Kalyani Raundal	Teacher	
21	Vijay Joge	Teacher	
22	Shruti Mahajan	Teacher	
23	Janhavi Channe	Coordinator	
24	Amol Pandav	Teacher	
25	Neha Kadri	Teacher	
26	Swati Thorhatte	Coordinator	

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PODAR
INTERNATIONAL SCHOOL

To,

Ms . Vaishali Joshi
(Principal)

We are pleased to inform you that Management has nominated you on the **Internal Committee** constituted under **The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013** in our organization. There are certain terms and conditions binding on you owing to your appointment as an IC member, which are as follows

1. Your membership on the Internal Committee is in the capacity of **Presiding Officer** w.e.f 19/06/2025
2. You are required to undergo an orientation program and capacity building programs organized for Internal Committee as and when it is scheduled. You will make yourself available for quarterly meeting of IC members.
3. You will be contributing to the internal committee proceedings in a very impartial, unbiased and neutral way, irrespective of the any past or present working relationship with the complainant or respondent or witness.
4. You will abide by the Non-Disclosure obligation as per Section 16 of the Act and you will not be disclosing any information related to IC proceedings to anyone within or outside the organization.
5. The term for this appointment is maximum 3 years from the date of the nomination.

Thanking you and looking forward to your active contribution in prevention of sexual harassment at **PIS, Sundarwadi**. Please sign the duplicate copy of this letter as your acknowledgement and acceptance of the above terms.

Best regards,

Authorized Signatory

Place: PIS, Sundarwadi , Chh Sambhajinagar

Date: 19/06/2025

Accepted

Place: PIS, Sundarwadi, Chh Sambhajinagar

Date: 19/06/2025

More Than Grades



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NOMINATION, NON DISCLOSURE AND CONFIDENTIALITY

To,
Ms. Janhavi Channe
(Coordination)

We are pleased to inform you that Management has nominated you on the **Internal Committee** constituted under The **Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013** in our organization. There are certain terms and conditions binding on you owing to your appointment as an IC member, which are as follows

1. Your membership on the Internal Committee is in the capacity of **Internal Member** w.e.f 19/06/2025
2. You are required to undergo an orientation program and capacity building programs organized for Internal Committee as and when it is scheduled. You will make yourself available for quarterly meeting of IC members.
3. You will be contributing to the internal committee proceedings in a very impartial, unbiased and neutral way, irrespective of the any past or present working relationship with the complainant or respondent or witness.
4. You will abide by the Non-Disclosure obligation as per Section 16 of the Act and you will not be disclosing any information related to IC proceedings to anyone within or outside the organization.
5. The term for this appointment is maximum 3 years from the date of the nomination.

Thanking you and looking forward to your active contribution in prevention of sexual harassment at **PIS, Sundarwadi**. Please sign the duplicate copy of this letter as your acknowledgement and acceptance of the above terms.

Best regards,

Authorized Signatory

Place: PIS, Sundarwadi, Chh Sambhajinagar

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NOMINATION, NON DISCLOSURE AND CONFIDENTIALITY

To,
Ms. Swati Thoratthe
(Coordinator)

We are pleased to inform you that Management has nominated you on the **Internal Committee** constituted under The **Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013** in our organization. There are certain terms and conditions binding on you owing to your appointment as an IC member, which are as follows

1. Your membership on the Internal Committee is in the capacity of **Internal Member** w.e.f 19/06/2025
2. You are required to undergo an orientation program and capacity building programs organized for Internal Committee as and when it is scheduled. You will make yourself available for quarterly meeting of IC members.
3. You will be contributing to the internal committee proceedings in a very impartial, unbiased and neutral way, irrespective of the any past or present working relationship with the complainant or respondent or witness.
4. You will abide by the Non-Disclosure obligation as per Section 16 of the Act and you will not be disclosing any information related to IC proceedings to anyone within or outside the organization.
5. The term for this appointment is maximum 3 years from the date of the nomination.

Thanking you and looking forward to your active contribution in prevention of sexual harassment at **PIS, Sundarwadi**. Please sign the duplicate copy of this letter as your acknowledgement and acceptance of the above terms.

Best regards,

Authorized Signatory

Place: PIS, Sundarwadi, Chh Sambhajinagar

Date:- 19/06/2025

Accepted

Place: PIS, Sundarwadi, Chh Sambhajinagar

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NOMINATION, NON DISCLOSURE AND CONFIDENTIALITY

To,
Mr. Amol Pandav
(Teacher)

We are pleased to inform you that Management has nominated you on the **Internal Committee** constituted under The **Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013** in our organization. There are certain terms and conditions binding on you owing to your appointment as an IC member, which are as follows

1. Your membership on the Internal Committee is in the capacity of **Internal Member** w.e.f 19/06/2025
2. You are required to undergo an orientation program and capacity building programs organized for Internal Committee as and when it is scheduled. You will make yourself available for quarterly meeting of IC members.
3. You will be contributing to the internal committee proceedings in a very impartial, unbiased and neutral way, irrespective of the any past or present working relationship with the complainant or respondent or witness.
4. You will abide by the Non-Disclosure obligation as per Section 16 of the Act and you will not be disclosing any information related to IC proceedings to anyone within or outside the organization.
5. The term for this appointment is maximum 3 years from the date of the nomination.

Thanking you and looking forward to your active contribution in prevention of sexual harassment at **PIS, Sundarwadi**. Please sign the duplicate copy of this letter as your acknowledgement and acceptance of the above terms.

Best regards,

Authorized Signatory

Place: PIS, Sundarwadi, Chh Sambhajinagar

Date:- 19/06/2025

Accepted

Place: PIS, Sundarwadi, Chh Sambhajinagar

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NOMINATION, NON DISCLOSURE AND CONFIDENTIALITY

To,

Ms. Sangeeta Tambat
(Advocate)

We are pleased to inform you that Management has nominated you on the **Internal Committee** constituted under The **Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013** in our organization. There are certain terms and conditions binding on you owing to your appointment as an IC-member, which are as follows

1. Your membership on the Internal Committee is in the capacity of an **External member** w.e.f **19/06/2025** on an honorary basis.
2. You are required to undergo an orientation program and capacity building programs organized for Internal Committee as and when it is scheduled. You will make yourself available for quarterly meeting of IC members.
3. You will be contributing to the internal committee proceedings in a very impartial, unbiased and neutral way, irrespective of the any past or present working relationship with the complainant or respondent or witness.
4. You will abide by the Non-Disclosure obligation as per Section 16 of the Act and you will not be disclosing any information related to IC proceedings to anyone within or outside the organization.
5. The term for this appointment is maximum 3 years from the date of the nomination.

Thanking you and looking forward to your active contribution in prevention of sexual harassment at **PIS, Sundarwadi**. Please sign the duplicate copy of this letter as your acknowledgement and acceptance of the above terms.

Best regards,

Authorized Signatory

Place: PIS, Sundarwadi, Chh Sambhajinagar

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