Prevention, Prohibition & Redressal of Sexual Harassment Policy

# **MTPE005**

- 1. Sexual Harassment of women at workplace (Prevention, Prohibition and Redressal) Act 2013 is applicable from\_\_\_\_\_
  - a) 01-04-2013
  - b) 12.09-2013
  - c) 01-01-2013
  - d) 09-12-2013
  - e) None of the above

Answer --09-12-2013

#### 2. POSH is applicable to \_\_\_\_\_

- a) Only Govt. Organisations
- b) Only private organisation
- c) Local body and PSU, Domestic workers
- d) All of the above
- e) None of the above

#### Answer All the above

# 3. In Sexual Harassment of women at workplace(Prevention, Prohibition & Redressal) Act-2013 Work place includes

- a) Only premises, factory, office area of the employer
- b) Any workplace visited during course of employment
- c) Any transport provided by employer and used during course of employment
- d) None of the above
- e) Alla,b&c

# Answer All a, b & c

- 4. The responsibility of formation of Internal complain committee is on \_\_\_\_\_
  - a) The State Govt
  - b) The Central Govt.
  - c) The Employee
  - d) The Employer
  - e) Labour Commissioner

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#### Answer The Employer

- According to Sec 2(f) of Sexual Harassment of women at workplace(prevention,prohibition & redressal) Act-2013 who is excluded from employee category
  - a) Volunteer
  - b) Porbationer
  - c) Contract labour
  - d) Trainees
  - e) None of the above

#### Answer None of the above

- 6. As per the Sexual Harassment of women at workplace(Prevention,Prohibition & Redressal) Act-2013 , is there any penalty on employer for non-formation of Internal Complain Committee ?
  - a) No penalty
  - b) Rs.10000/-
  - c) Upto Rs.100000/-
  - d) Upto Rs.50000/-
  - e) None of the above

#### Answer Upto Rs.50000/-

- 7. What is the time limit for filling a complain by aggrieved woman to Internal Committee or Local committee ?
  - a) 1 months from the date of incident or last incident (in case of series of incident)
  - b) 3 months from the date of incident or last incident (in case of series of incident)
  - c) 6 months from the date of incident or last incident (in case of series of incident)
  - d) 12 months from the date of incident or last incident (in case of series of incident)
  - e) None of the above

#### Answer 3 months from the date of incident or last incident (in case of series of incident)

- 8. \_\_\_\_\_% of members of Internal complian committee should be women
  - a) 33
  - b) 50
  - c) 66
  - d) 75
  - e) All members should be women

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#### Answer 50

- 9. Enquiry by Internal Complain Committee must be completed with \_\_\_\_\_days of date of filling of complain.
  - a) 90
  - b) 120
  - c) 150
  - d) 180
  - e) No such limit

#### Answer 90

- 10. Under which section of The Anti Sexual Harassment Law-2013 the "Sexual Harassment Redressal Committee (SHRC) for Women employee" will be constituted at different levels in our bank
  - a) Sec.4
  - b) Sec.5
  - c) Sec.6
  - d) Sec.10
  - e) Sec.20

#### Answer Sec.4

- 11. Sexual Harassment Redressal Committee for Women employee will be constituted by bank on different levels. That levels are\_\_\_\_\_
  - a) Central office
  - b) Zonal Office
  - c) Regional Office
  - d) Branch
  - e) a,b and c

#### Answer a,b and c

#### 12. Who are members of SHRC at central office level?

a) A Social worker, preferably a woman with at least five years of experience(in the field of social work)

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- b) Three (3) more officials posted in Middle/Senior Management Grade Scale III & above at Central Office
- c) Top woman executive of scale VII/VIII posted at central office
- d) At least half of the members of the SHRC should be women.
- e) All of the above

# Answer All of the above

#### 13. Who is incorrect for members of SHRC at regional office level?

- a) A Social worker, preferably a woman with at least five years of experience(in the field of social work)
- b) Two (2) more officials posted in Grade Scale I/II/III & above at Regional Office
- c) Regional Head mandatorily
- d) At least half of the members of the SHRC should be women.
- e) The Presiding officer of RO level SHRC should be officer not below scale IV either posted at RO or Branch

# **Answer Regional Head mandatorily**

# 14. Sexual Harassment Redressal Committee for Male & Transgender Employees will be

# constituted at \_\_\_\_\_ level

- a) Central office
- b) Zonal Office
- c) Regional Office
- d) Branch
- e) only a,b,c,

# Answer only a,b,c,

#### 15. Who will make nomination of SHRC at Central Committee?

- a) Board of Directors
- b) MD & CEO
- c) Executive Director incharge of HR
- d) CGM(HR)
- e) GM (HR)

#### Answer Executive Director (in charge of HR)

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- 16. What are the different levels of formation of committee for "Sexual Harassment Redressal of Male & Transgender Employees" in our bank ?
  - a) Branch
  - b) Regional office
  - c) Zonal Office
  - d) Central Office
  - e) Different Verticals at CO

#### Answer Only b,c,d.

#### 17. What is the tenure of Chairperson and members of SHRC?

- a) 1 Years from the nomination or reconstitution, whichever earlier
- b) 2 Years from the nomination or reconstitution, whichever earlier
- c) 3 Years from the nomination or reconstitution, whichever earlier
- d) Depends on appointing authority
- e) None of the above

#### Answer 3 Years from the nomination or reconstitution, whichever is earlier

#### 18. What is fee for out side member of SHRC for each meeting?

- a) No fee is payable
- b) It is on descrition of RH/ZH/CGM(HR)
- c) Rs.1000/-+ actual conveyance charges
- d) Rs.5000/-+ actual conveyance charges
- e) Rs.10000/-+ actual conveyance charges

#### Answer Rs.5000/-+ actual conveyance charges

#### 19. Who can remove a member or Presiding officer of SHRC at RO level?

- a) Executive Director incharge of HR
- b) CGM(HR)
- c) GM (HR)
- d) Zonal Head
- e) Regional Head

#### **Answer Regional Head**

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#### 20. What is the periodicity of meeting of SHRC at RO?

- a) Monthly or earlier if a complaint of serious nature warranting immediate action is received.
- b) Quaterly or earlier if a complaint of serious nature warranting immediate action is received.
- c) Half yearly or earlier if a complaint of serious nature warranting immediate action is received.
- d) It will be decided by Presiding officer without any restriction
- e) None of the above

# Answer Half yearly or earlier if a complaint of serious nature warranting immediate

#### action is received.

- 21. What is the time limit for sending the copy of complain to the respondent (person against whom the complain made)?
  - a) After 3 working days from date of receipt of complain
  - b) After 5 working days from date of receipt of complain
  - c) After 7 working days from date of receipt of complain
  - d) After 15 working days from date of receipt of complain
  - e) After 21 working days from date of receipt of complain

# Answer After 7 working days from date of receipt of complain

# 22. What is the time limit for Respondent to file the reply after receipt of compliant from SHRC. ?

- a) After 3 working days from date of receipt of complain from SHRC
- b) After 7 working days from date of receipt of complain from SHRC
- c) After 10 working days from date of receipt of complain from SHRC
- d) After 15 working days from date of receipt of complain from SHRC
- e) After 21 working days from date of receipt of complain from SHRC

# Answer After 10 working days from date of receipt of complain from SHRC

#### 23. What is the maximum time line for completion of inquiry by SHRC?

- a) 30 days from the receipt of complaint.
- b) 45 days from the receipt of complaint.
- c) 60 days from the receipt of complaint.

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- d) 90 days from the receipt of complaint.
- e) 120 days from the receipt of complaint.

# Answer 90 days from the receipt of complaint.

- 24. What is the time limit for submission of recommendation to RH/ZH/CGM(HR) to take action against the respondent?
  - a) 07 working days after completion of inquiry
  - b) 10 working days after completion of inquiry
  - c) 15 working days after completion of inquiry
  - d) 21 working days after completion of inquiry
  - e) 30 working days after completion of inquiry

# Answer 10 working days after completion of inquiry

- 25. What is the time line for taking action by Competant Authority after submission of report by SHRC ?
  - a) 15 days
  - b) 30 days
  - c) 45 days
  - d) 60 days
  - e) 90 days

#### Answer 60 days

# 26. Who is the Appellate Authority ,for award staff and officer upto scale III?

- a) Regional Head
- b) Zonal Head
- c) GM (HR)
- d) CGM(HR)
- e) Executive Director(in charge of HR)

# Answer GM (HR)

- 27. If any party is not agreed with SHRC report .Then a appeal may be filed against the recommendations of the SHRC report within \_\_\_\_\_ days from the recommendations/date of the report.
  - a) 21 days
  - b) 30 days
  - c) 45 days

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- d) 60 days
- e) 90 days

#### Answer 90 days

28. Appellate Authority have to take decision on apple whithin \_\_\_\_\_\_.

- a) 21 days working
- b) 30 days working
- c) 45 days working
- d) 60 days working
- e) 90 days working

#### Answer 90 days working

#### 29. At which level the POSH cell is formed?

- a) RO Level
- b) ZO level
- c) Central office
- d) b&C
- e) a,b and c

# **Answer** Central office

#### 30. What is function of POSH cell?

- a) Preparation of minutes of SHRC meetings conducted at Central Office
- b) Preparation of minutes/statements of the meetings regarding appeal.
- c) Replying to RTI queries related to this policy
- d) POSH Cell at CO shall coordinate with other Zonal/Regional SHRC committee for the reports and compile reports as per the guidelines.
- e) All of the above

#### Answer All of the above

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