

PoSH Non-Compliance Penalties & Risk Checklist

As per the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. Tick each checkbox to assess your organization's PoSH compliance risk exposure.

1. Statutory Non-Compliance Risks

- PoSH policy aligned with the PoSH Act, 2013 is in place and communicated
- Internal Committee (IC) is correctly constituted
- External IC member is appointed
- PoSH details are displayed at the workplace or shared digitally
- Annual PoSH report is prepared and submitted where applicable

2. Process & Governance Risks

- IC members trained on inquiry procedures and sensitivity
- Complaints handled within statutory timelines
- Confidentiality obligations under Section 16 followed
- Inquiry documentation properly maintained

3. Financial & Legal Penalties

- Risk of penalty up to INR 50,000 for first non-compliance (Section 26)
- Higher penalties for repeated violations assessed
- Risk of cancellation or non-renewal of licenses understood
- Compensation liabilities evaluated

4. Reputational & Culture Risks

- Employees aware of reporting mechanisms
- Leadership endorses PoSH compliance
- Employer brand risk assessed
- Workplace culture supports psychological safety