

POSH Policy & Committee Kit

Nonprofit, NGO & Social Sector

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This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Drafts a POSH policy and committee kit — full policy text, Internal Committee constitution (with an external member), the complaint process (filing, inquiry, timelines, confidentiality) and awareness (training, display). Use this for a safe workplace and POSH compliance. POSH is mandatory for 10+ employees; constitute the IC correctly and have it reviewed.

Purpose of this tool & output

A safe workplace and POSH compliance

How the output is used

Adopt a POSH policy and constitute the Internal Committee to ensure a safe workplace and legal compliance.

Who receives it

Approved by management; applies to all staff, and the Internal Committee (IC) handles complaints.

Important cautions

AI-generated draft; POSH is mandatory for 10+ employees, constitute the IC correctly and have it reviewed.

Companion documents

- Board Management Kit
- Governance Policy Builder
- Conflict of Interest Policy
- Child Protection Policy
- Whistleblower Policy
- Annual Report Builder

This is AI-assisted guidance. Verify with a qualified professional before any binding decision. Fees, authorities and processes vary by state and change over time — confirm with your state authority.