

5th Edition

Newsletter

September 2025



AT A GLANCE

From the Founder's Desk

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Do you know the 3+3 Rule?

Supreme Court Says Timelines Matter in PoSH Cases

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Leaders Who Listen, Build Culture.

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From the Founder's Desk

Dear Readers,
Greetings!

In this edition, I want to draw your attention to a landmark judgment from the **Supreme Court** that has brought clarity to the PoSH Act's complaint timelines. The Court has reaffirmed the "3+3 Rule" – meaning a sexual harassment complaint must be filed within three months of the last incident, with a possible extension of another three months under special circumstances. Beyond this six-month window, complaints may be dismissed as time-barred.

This ruling is a timely reminder for employers, employees, and Internal Committees (ICs) to stay vigilant and ensure awareness on timely reporting. It also underscores the importance of continuous training and sensitization, especially around digital interactions and workplace conduct, so that employees feel empowered to speak up without delay.

At AD-roit LinkS, we remain committed to strengthening workplace safety and inclusivity. This past month, we had the privilege of conducting PoSH trainings at **Oil India Limited, Guwahati Pipeline Headquarters**, where we engaged in meaningful discussions with participants across different levels of the organization. We also partnered with **Webfynd Digital** and other corporates to deliver interactive, scenario-based workshops that encouraged open dialogue and deeper understanding of workplace responsibilities.

Each session reminded us that PoSH is not just about compliance, but about building trust and fostering respect across teams. I look forward to many more such opportunities to learn, share, and grow together.

Thank you for your trust and collaboration. Here's to making meaningful progress—one step at a time!

Warm regards,

Leeza Dutta Singh

Founder & Managing Partner, AD-roit LinkS

PoSH Compliance Specialist | Ethics Trainer | Workplace Governance Advocate



Do you know the 3+3 Rule?

Supreme Court Says Timelines Matter in PoSH Cases

By **Leeza Dutta Singh**



The Supreme Court of India recently gave an important judgment (September 2025) about workplace sexual harassment complaints. It explained how much time an employee has to file a complaint under the **PoSH Act, 2013** (Prevention of Sexual Harassment of Women at Workplace Act).

In simple terms, the Court said:

- A complaint should be filed within **three months** of the incident.
- If there's a genuine reason for delay, this can be extended by **another three months**.
- After six months, the complaint will be considered **too late** and can be dismissed right away.

This is called the “**3 + 3**” rule.

The Case Behind the Judgment

A faculty member at a leading law university in Kolkata alleged sexual harassment by the Vice Chancellor. The last alleged incident happened in **April 2023**. But the complaint was filed only in **December 2023** – more than eight months later.

The Local Complaints Committee (LCC) dismissed the complaint because it was filed late. The complainant argued that some negative actions

taken against her later (like administrative decisions at work) should be treated as part of the harassment, keeping the complaint alive.

The Supreme Court disagreed. It said such actions may feel unfair but they do not count as “sexual harassment” under the PoSH Act, and therefore they **cannot extend the filing deadline**.

Decoding the “3 + 3” Rule with Examples

Example 1: Within Time

A colleague sends you inappropriate messages in January. You file a complaint in March.

This is within 3 months – the complaint will be accepted.





Example 2 – Slight Delay

You faced harassment in February but, due to fear or stress, you file in July (5 months later). You explain the reason for the delay.

The IC (Internal Committee) may extend the time and accept it since it's within 6 months.

Example 3 – Too Late

The last incident happened in April, but you file in December (8 months later).

This is beyond 6 months, so the complaint will be rejected as time-barred.

Example 4 – Administrative Action

The last harassment happened in March. In June, your boss transfers you unfairly. You file in September saying the transfer was “continuing harassment.”

The Court says no – only acts that qualify as sexual harassment count. Administrative or workplace decisions (like transfer, denial of promotion) don't reset the clock.

What This Means for Employees

- **Act Early:** If you face harassment, don't wait too long. Report to your Internal Committee (IC) or the Local Complaints Committee (if your workplace doesn't have one).
- **Note the Dates:** The clock starts from the last incident. If there were multiple incidents, remember when the last one occurred.
- **Explain Delay:** If you couldn't file within 3 months because of trauma, illness, or genuine fear, explain it. You may still get up to 6 months.
- **Document Everything:** Save emails, messages, or notes of incidents. These help prove your case and timeline.

What This Means for Employers and ICs

- **Update Policies:** Make sure your PoSH policy and employee handbook clearly explain the 3 + 3 month time limit.
- **Train Your IC:** Internal Committees should check timelines before starting an inquiry. If a complaint is late, they should record reasons if they still decide to allow it.

- **Encourage Early Reporting:** Many employees hesitate due to fear of retaliation. Create awareness sessions, assure confidentiality, and build trust so people come forward on time.
- **Digital Harassment Counts:** Remember that harassment over WhatsApp, social media, or emails also qualifies – but the same timelines apply.

Why This Judgment Matters

This ruling is important because it:

- **Brings clarity:** Employees and employers now know exactly how much time is available to act.
- **Promotes fairness:** Complaints are meant to be raised quickly so that facts are fresh and action is effective.
- **Stops misuse:** Prevents complaints from being filed after very long gaps when evidence may no longer be reliable.
- **Empowers ICs:** Committees can dismiss time-barred cases early, saving time and energy for genuine cases.

Conclusion- time is crucial

The Supreme Court's judgment reminds us that **time is crucial** in sexual harassment cases. The law is designed to protect employees – but it also expects them to act within a reasonable period.

For employees, the lesson is: **speak up early, keep records, and trust the system.** For employers, the takeaway is: **build awareness, train your IC, and make the workplace safe so employees feel confident to report.**

Ultimately, creating a safe and respectful workplace is not just about following deadlines – it's about building trust, fairness, and accountability every day.

SafeSpace Stories: Last Month's Comic

The **SafeSpace Stories Comic Strip** series is a creative initiative by AD-roit LinkS to spark meaningful conversations around workplace safety, dignity, and the Prevention of Sexual Harassment (PoSH). Every month, we bring you a relatable, thought-provoking comic to help spread awareness in a memorable and engaging way.



[Click here to continue reading](#)

Love our comics?

Follow us on **LinkedIn** to see every new SafeSpace Story and join the conversation about building **safer workplaces**.
Follow us on LinkedIn **@adroitlinks**

Leaders Who Listen, Build Culture.

By **Vaishnavi Singh** 



True workplace change starts when leaders take a step forward and actually listen. That was the spirit of the PoSH training we held on **3rd September** at **Oil India Limited's Pipeline Headquarters in Guwahati** – and believe us, the senior executives didn't just attend. They shaped the session, asking questions, participating fully, and staying engaged from start to finish.

Their energy set the tone for everyone in the room. Executives spoke up, cleared doubts openly, and joined activities with the same enthusiasm as everyone else. It wasn't just attendance – it was leadership-led curiosity in action, which naturally encouraged others to step up and participate. Suddenly, the room wasn't just a training space; it had become a collective learning environment.

What really made the session stand out was its interactive style. With group quizzes, open reflections, and inclusive activities, no one felt singled out, yet everyone found themselves involved. By the end, a group that had started with some uncertainties had transformed into a confident, well-informed team, ready to champion workplace safety and inclusion.

And that's exactly why at **AD-roit Links**, we always say that PoSH training isn't just about ticking compliance boxes; it's about building culture. And culture? It begins at the top. Seeing OIL's leadership in Guwahati actively engage reminded us that when leaders choose to learn, they inspire everyone around them to do the same.

Ask the Legal Expert!

Your **legal queries**, addressed with **expert insight**.

Q. Does the PoSH Act apply only to large corporates?

No. The PoSH Act applies to **all organizations with 10 or more employees**, irrespective of size or industry.

Q. Is sexual harassment only about physical contact?

No. It can also be **verbal, non-verbal, written, or online behavior** — not just physical advances.

Q. Are only office-based women employees protected under PoSH?

No. The Act protects **all women**, including interns, consultants, freelancers, contract staff, and even domestic workers.

Q. How often should workplaces conduct PoSH training and IC refreshers?

The PoSH Act requires organizations to conduct **regular awareness programs** for all employees and provide **capacity-building training for Internal Committee (IC) members**. Best practice and what labour authorities often expect is:

- **Employee Awareness Training:** At least **once every year** for all employees, including new hires as part of their induction.
- **IC Member Training/Refresher:** At least **once a year**, or more often if there are changes in the law, IC composition, or complex cases that require updated knowledge.

Regular training ensures compliance, reinforces awareness, and builds a safe and respectful workplace culture.



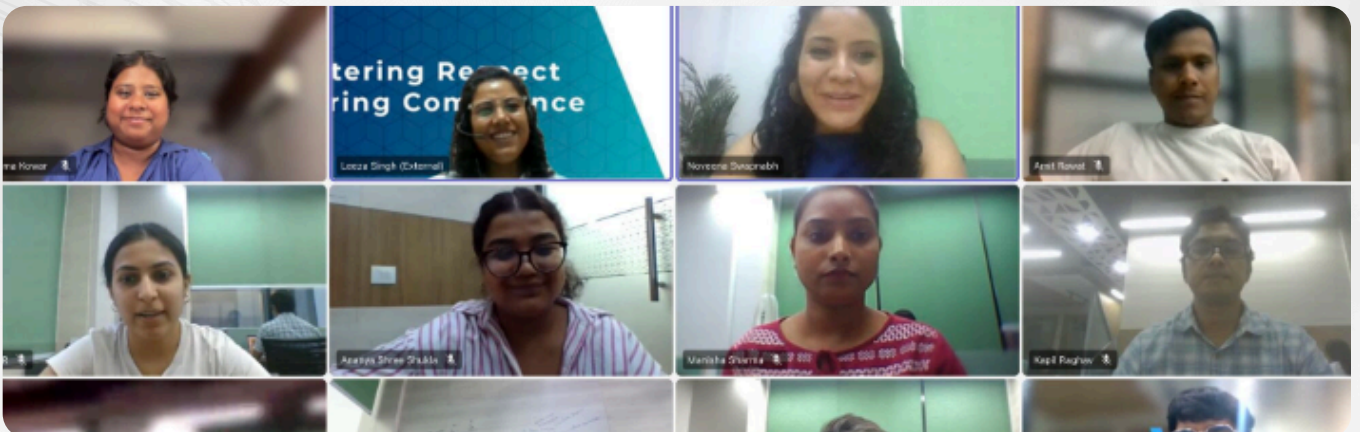
WANNA KNOW MORE ???

Send us your queries at: leeza.singh@adroitlinks.com

Highlights in Frames



Highlights from PoSH Training at OIL Pipeline Headquarters, Guwahati and OIL, Jodhpur



Virtual PoSH Training with Webfynd Digital

What we offer:



PoSH & POC SO

Training & Awareness Programs



Diversity, Equity & Inclusion (DEI)

Inclusive Workplaces



Code of Conduct (CoC)

Integrity & Behavioural Compliance



Employment & Labour Law

Legal Advisory & Documentation



Contract Management

Drafting, Vetting & Negotiation



Academic Institutions

Compliance & Protection Services



Consumer Law Matters

Advisory & Dispute Resolution



Anti-Bribery & Anti-Corruption

Ethics & Compliance Framework



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