

INSTITUTE OF HUMAN RESOURCES DEVELOPMENT

(Established by the Government of Kerala)

PRAJO'E TOWERS, VAZHUTHACAUD, THIRUVANANTHAPURAM – 695 014

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Web: www.ihrd.ac.in Email: director@ihrd.ac.in



URGENT
Time Limit

No.EB3/2625/2006/HRD

Dated, 10th June, 2015

From

The Director

To

The Heads of all Associate institutions

Sir,

Sub:- Sexual harassment of women at work place - details – reg.

Ref:- Government Letter No.12297/K3/15/H.Edn dated 13.05.2015 and 03.06.2015.

As per the reference cited, Government have requested to furnish certain details regarding the status of the implementation of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 in the prescribed format, for onward transmission of Government of India.

Hence the heads of all the associate institutions are directed to furnish the details, asked for in the prescribed format, at once by email. A copy of the letter referred to above along with the prescribed format is enclosed.

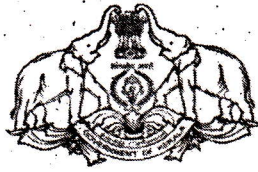
Yours faithfully,
Sd/-

G C M Rupavals
Administrative Officer
(For DIRECTOR)

Approved for issue


Office Superintendent

S. 10.06.2015



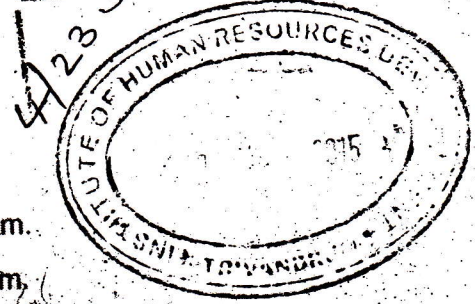
GOVERNMENT OF KERALA
HIGHER EDUCATION (K) DEPARTMENT

No. 12297/K3/15/H.Edn

7166/15/HW

Thiruvananthapuram

Dated: 13.05.2015



Secretary to Government

- To:
1. The Director of Collegiate Education, Thiruvananthapuram.
 2. The Director of Technical Education, Thiruvananthapuram.
 3. The Deputy Director General, NCC, Thiruvananthapuram
 4. State Librarian, State Central Library, Thiruvananthapuram.
 5. The Secretary, Kerala State Library Council, Thiruvananthapuram
 6. The State Liaison Officer, State Level NSS Cell, 6th Floor, Vikas Bhavan, Thiruvananthapuram
 7. The Director of Printing, Thiruvananthapuram
 8. The Commissioner for Entrance Examinations, Thiruvananthapuram
 9. The Controller of Stationery, Thiruvananthapuram
 10. The Managing Director, Kerala State Centre for Advanced Printing and Training, H.O. Complex, Vattiyoorkavu, Thiruvananthapuram - 13
 11. The Director, Institute of Human Resource Development, Prajoe Towers, Vazhuthacaud, Thiruvananthapuram
 12. The Director, Kerala State Science and Technology Museum, Thiruvananthapuram
 13. The Director of LBS Centre, Thiruvananthapuram
 14. The Director, Centre for Continuing Education Kerala, Anathara Lane, Charachira, Kowdiar P.O., Thiruvananthapuram - 3
 15. The Principal, Law College, Thiruvananthapuram/Ernakulam/ Thrissur/ Kozhikode.
 16. The Registrar, University of Kerala, Thiruvananthapuram/ M.G. University, Kottayam/ Sree Sankaracharya University Sanskrit, Kalady, Ernakulam/Cochin University of Science and Technology, Kochi/Calicut University, Kozhikode/ Kannur University, Kannur/Malayalam University, Thirur/National University of Advanced Legal Studies, NUALS Campus, H.M.T Colony P.O., Kalamassery, Ernakulam
 17. The Member Secretary, Kerala State Higher Education Council, KSSTM Campus, Vikas Bhavan P.O., Thiruvananthapuram
 18. The Director, Kerala Council for Historical Research, Vyloppilly Samskrithi Bhavan, Nalanda P.O., Thiruvananthapuram.

EB

25/5

Sub:- Higher Education Department-implementation of Sexual Harassment of Women at
Workplace (Prevention, Prohibition & Redressal) Act, 2013-reg

Ref:- Govt Lr no.8324/K3/2014/H Edn dtd: 04-03-2014

With reference to the above, I am to request you to furnish the details in the
enclosed format at the earliest, for onward transmission to Govt of India.

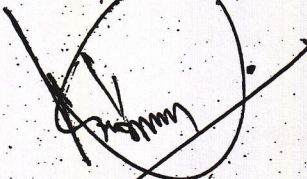
Yours faithfully

Latha S

Under Secretary to Government

(For Secretary to Government)

Approved For Issue



Section Officer

15

Status of the Implementation of the Sexual Harassment of Women at Workplace
(Prevention, Prohibition and Redressal) Act, 2013

1. With reference to section 4 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (the SH Act) kindly furnish the following information from each and every department of the State (all the department may be requested to forward this information to Department of Women and Child which will collate it in the given format). Please respond by stating YES/NO/In the process along with total number of Committees constituted at every level:

S. No.	Name of the Department	Internal Complaint Committee constituted (with copy of order) C			Name and designation of the Nodal Complaint Officers (with date of notification) (attach a copy of notification)
		State	District	Division/Sub-Divisional Level	
1	Women and Child Development				
2					

2. With reference to section 5 and 6 of SH Act kindly furnish the following information in a district wise manner:

Total Number of Districts in the State:

S. No.	Name of the Districts	District Officer notified (attach a copy of notification)	Local Complaint Committee Established (attach copy of notification)	Name/Designation of the Nodal Complaint Officer (attach copy of notification)
1				
2				

3. With reference to section 19 (and Rule 13) of the SH Act kindly furnish the following information from each and every department/districts of the state (all the department/districts through District Officer may be requested to forward this information to Department of Women and Child which will collate it in the given format). Please respond by stating YES/NO/In the process

S. No.	Name of Department	Development of IEC Material in local dialect	Display of definition of sexual harassment and its penal consequences at conspicuous places in department (with list of offices at State, district, division and sub-divisional level)	Display of information about the constitution of Internal Committee (with the list of offices at State, district, division and sub-divisional level)
1	Women and Child Development			
2				

S. No.	Name of District	Display of IEC Material in local dialect with its location	Display of definition of sexual harassment and its penal consequences at public places (specify the name and location of the place)	Display of information about the constitution of Local Committee at public places (specify the name and location of the place)
1				
2				

S. No.	Name of Department	Number of Workshop/training/orientation programmes organized		Total number of participants	Resourced by (Kindly state name and expertise of Resource Person)
		For Employees	For IC members		
1	Women and Child Development				
2	Home				

4. With reference to the section 22 (and Rule 14) of the SH Act kindly furnish the following information:

S. No.	Medium	Number of the complaints received	Number of cases Adjudicated			Action Taken on the report (nature specified i.e. out of the total in 4 cases suspension of 4 months was awarded, 2 were transferred to other place, sum deducted from salary in 5 cases etc.)	Number of Cases pending for more than 90 days
			Through counseling	Otherwise			
				Guilty	Not-Guilty		
1	Internal Committee						
2	Local Committee						
	Total						

5. With reference to section 21 and 22 of the SH Act kindly furnish the following information:

Total Number of Districts:

S. No.	Name of districts in which Annual reports is submitted to District Officer by		Name of the district from which information on Annual Report is submitted by District Officer to DWCD
	Local Committee	Internal Committee	
1			