

**Most Urgent**

No.EDN-HE(21)A(3)20/2016-SH  
Directorate of Higher Education,  
Himachal Pradesh, Shimla-1  
Tel:0177-2653120Extn.234\_E.mail:genbr@rediffmail.com, Fax:2812882

To Dated Shimla-1 the August,2016

All the Dy. Directors of Higher Education,  
(Except District Hamirpur, Shimla & Solan),  
Himachal Pradesh.

Subject:- **Regarding Putting up information of details of Chairpersons of Complaints Committee to Prevent Sexual Harassment of Women at Work Places on the Departmental website.**

Memo,

On the above cited subject, your attention is invited to this Directorate letter of even number dated 12-05-2016 vide which you were directed to send the annual report of sexual harassment for the year 2015-16 on the prescribed proforma Annexure-A (**attached alongwith this letter**) to this Directorate by 31<sup>st</sup> May, 2016 of your District in consolidated manner.

In this regard, it is matter of great concern that till date such information has not been received yet from your office. It is, therefore, once again directed that above mentioned information on the prescribed format for the year 2015-16 of your District may be sent to this office within two days through special messenger.

Further, it may also be **ensured that Complaint Committees must be constituted in all High/ Sr. Sec. Schools, if the same has not been constituted as yet (especially in newly upgraded Schools)**. It may also be ensured that Sexual Harassment Committees should be **chaired by only female teachers/ employees** as per the directions given by Hon'ble Supreme Court of India.



(Dr. B.L. Vinta),  
Jt. Director of Higher Education(C),  
Himachal Pradesh

Endst. No. even dated Shimla-1 the August,2016

Copy for information and necessary action is forwarded to:-

1. Additional Director, Women & Child Development, Himachal Pradesh, Shimla-1, w.r.t letter No.6-10/87-Wel.W.W.-1-(2014-15)20696 dated 18-07-2016.
2. The Incharge, IT Cell with the direction to upload the same on the Departmental website.
3. Guard file.



Jt. Director of Higher Education(C),  
Himachal Pradesh

**Annexure-A****Proforma-I**

Name of the Deptt.	Whether the Deptt. has formulated Complaints Committee at Distt. Level/ Institution level/ College Level.		If yes. No. of Complaints Committees in the Deptt. at District level / Institution level/ College Level.	Total Complaints received including name & address of the complainant	No. of complaints decided ( giving specific details of the findings is whether charges found True or False	Complaints disposed off within sixty days	Total complaints disposed off during the year but not within sixty days	Total No. of complaints pending as on 31-03-2016
	Yes	No						
	2	3	4	5	6	7	8	9
				During 2015-16	2015-16	Number		

**Proforma-II**

Sr. No.	Name of Chairperson & Members alongwith Designation	Mobile Number of Chairperson & Member	Correspondence Address