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**No. EDN-H (21) B (15) 47/2023-(ALL TYPE TRAININGS)-**

Directorate of Higher Education

Himachal Pradesh, Shimla-1

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शिक्षा निदेशालय उच्चतर विभाग  
शिमला - 1

Dated: Shimla-171001, the \_\_\_\_\_ November, 2023

16 NOV 2023

To

- 1 All the Principals, Government Degree Colleges, in Himachal Pradesh.
- 2 All the Deputy Director of Higher Education, in Himachal Pradesh.

**Subject: -**

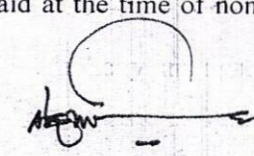
**Workshop on Prevention of Sexual Harassment of Women at workplace at Puducherry.**

Please find enclosed herewith copies of Ref. No. SHW/02/24-dated: 20/10 /2023 received from the Director, National Academy of Human Resource Development, Office: A-304, Ground Floor, Defence Colony, New-Delhi on the subject cited above.

In this connection, you are hereby directed to make wide publicity amongst the field functionaries for above said programme. The willing ~~ness~~ candidates may apply for the same at their own cost on voluntary & self-training basis. The participation fee for residential participant covers the cost of lodging, boarding, meals and study material of the participants. In case of single occupancy, spouse/family members are welcome on additional all inclusive nominal charges. Further, it is informed that information related to training programme is available on website: www.nahrd.in.

For further information or clarification you can contact Mr. Rohit Agarwal, E-mail: [rohit@nahrd.in](mailto:rohit@nahrd.in) Phone No. +91 98730-57803 and Mr. Vivek Manchanda, E-mail: [vivek@nahrd.in](mailto:vivek@nahrd.in) Phone No. +91 96507 45789. The nomination may be sent through post/E-mail by providing participants' name, designation, contact number and e-mail ID alongwith Demand Draft in favour of National Academy of Human Resource Development payable at New-Delhi. The participation fee is to be paid at the time of nomination. The nomination <sup>form</sup> ~~from~~ can be downloaded for above said website.

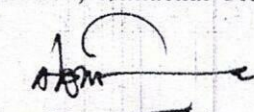
**Enclosures: 03 Pages.**

  
Director of Higher Education  
Himachal Pradesh, Shimla-1

**Endorsement No. Even, Dated: Shimla-1, the \_\_\_\_\_ November, 2023**

**Copy for information to;**

- 1 The Director, National Academy of Human Resource Development, Office: A-304, Ground Floor, Defence Colony, New-Delhi-110024 refer to his/her Reference Number referred above.
- ✓ 2 The Technical Officer (Computer/IT Cell), Directorate of Higher Education, Himachal Pradesh to upload the letter on Departmental Website.
- 3 Guard file.

  
Director of Higher Education  
Himachal Pradesh, Shimla-1



Ref: SHW/02/24

20.10.2023

CEO/Director/Registrar/VC/Commissioner  
**Directorate of Higher Education, H. P.**  
Shimla,  
Himachal Pradesh-171001

2023/52779  
03-11-2023

**WORKSHOP ON PREVENTION OF SEXUAL HARASSMENT OF WOMEN AT  
WORKPLACE AT PUDUCHERRY**

National Academy of Human Resource Development (NAHRD) was established to deliver competency-enhancing learning to officials of Central Govt., State Govt., Public Sector Undertakings, Autonomous Bodies, Banks, Insurance Companies, etc. We have organized large number of workshops in the past, which have been very well attended and appreciated by officials of various organizations across the country.

Ministry of Women & Child Development, Government of India has also recognized NAHRD as resource institute for imparting training programs/ workshop under Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013 vide its notification-dated 09.07.2018.

Section 19 (3) of the POSH Act provides that every employer shall organize workshops and awareness programs at regular intervals for sensitizing the employees with the provisions of the Act and orientation program for the members of the Internal Committee in the prescribed manner. A workshop on **Prevention of Sexual Harassment of Women at Workplace** is being organized by NAHRD from **04.02.2024 to 07.02.2024** at **Puducherry**.

The object of the workshop is to appraise the officers about successful implementation of relevant laws and guidelines on the subject. It will help officials, Members/ Chairperson of Internal Complaints Committee, HR/ Legal professionals to understand the legal preposition on the issue, how to handle sexual harassment complaints and maintain a positive work environment. The present workshop is in design keeping in view mandatory requirements as provided under The Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013. After the workshop the participants shall have updated themselves in the following aspects:

- Concept and Importance of prevention of SHW
- Gender Issues, Dimensions & Types of SHW
- Quid Pro Quo, Hostile Work Environment, Legal Framework
- International Commitments and its current Scenario
- Vishakha Guidelines and other important judicial pronouncements
- Sexual Harassment of Women at Workplace Act, 2013
- Medha Kotwal Lele case and its implications
- Conducting Inquiry in Sexual Harassment Cases
- Steps for conducting inquiry as per relevant orders and provisions
- Appeals and steps for preventing misuse of the Act
- Preventive Policies, Gender Budgeting, Role perception & Psychological aspects



### Faculty

**Sh. Mahabir Singh Kasana** is a former Joint Director of Institute of Secretariat Training and Management, Department of Personnel and Training, Government of India. He is accredited as the master trainer by Training Division of DoPT, Govt. of India to train trainers and help public authorities for capacity building. Till date he has conducted more than 400 workshops in which more than 10,000 officers from around 400 organizations have participated. He is also practicing as an Advocate at CAT and High Court of Delhi. He is having huge knowledge and experience on the present subject. He is also a member in various organizations' internal complaints committee formed under Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013.

**Mrs. Mayuri Raghuvanshi** is an Advocate-on-Record, Supreme Court of India with LL.B. degree from Symbiosis Society's Law College, Pune. She is also holding a masters degree in law. She has earlier worked with Mr. Gopal Subramaniam, Senior Advocate and former Solicitor General of India. She represents a number of clients such as State of Uttar Pradesh, All India Judges Association, Bharat Heavy Electricals Ltd., Indian Overseas Bank, National Textile Corporation, Banaras Hindu University and many more. She is having huge experience in area of Gender Issues and Prevention of Sexual Harassment of Women at Workplace. She is external member of Internal Complaints Committee (ICC) formed under Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013 of a number of organizations such as Rashtrapati Bhawan, NTPC BHEL Power Projects, OTPC, Wildlife Crime Control Bureau, Symbiosis Law School Noida. She is a regular faculty on the present subject for a number of organizations such as Institute of Secretariat Training & Management (ISTM) under Department of Personnel & Training, Government of India, Judicial Training & Research Institute- Lucknow, Symbiosis Law School Noida and many more.

Multiple workshops organized by NAHRD have been attended and appreciated by officers of organizations that includes but not limited to LIC of India, Reserve Bank of India, SEBI, Coal India Ltd., Engineers India Ltd, FSSAI, Tariff Authority of Major Ports, Indian Oil Ltd, BPCL, IITs, NITs, IIITs, IIMs, IHMs, NHPC, Bank of Baroda, SBI, Punjab National Bank, NABARD, DFCCIL, HUDCO, HAL, JNPT, Syndicate Bank, IDBI Bank, Quality Council of India, Telecom Regulatory Authority of India, Delhi University, Export-Inspection Council of India, Spices Board, Rail Land Development Authority, ONGC, Indian Space Research Organization, Directorate of Advertising & Visual Publicity, Border Security Force, GIC of India, EXIM Bank, Delhi Metro Rail Corporation, Mumbai Metro Rail Corporation, Election Commission of India, New India Assurance Co. Ltd., North Eastern Council, India Trade Promotion Organization, IREDA, Dredging Corporation of India Ltd., TIFAC, Wildlife Institute of India, Bharat Dynamics Ltd., KV Sangathan, Bureau of Indian Standards, etc.

### Participation Fee:

Single Occupancy- Rs. 59,000/- plus GST @ 18% per participant

Twin Sharing- Rs. 50,000/- plus GST @ 18% per participant

Non Residential- Rs. 40,000/- plus GST @ 18% per participant

The participation fee for residential participants covers the cost of accommodation, meals & study material of the participants. Spouse/ family members are welcome on additional all-inclusive nominal charges in case nomination of the participant is on single occupancy. Twin Sharing is available only in case even number of participants of same gender from same organization. The participation fee for non-residential participants covers the cost of lunch & study material.



**Venue:** Anandha Inn Convention Centre/Shenbaga Hotel & Convention Centre, Puducherry

Check In- 04.02.2024 (2:00 P.M.)

Check Out- 08.02.2024 (11:00 A.M.)

The workshop will commence at 9:30 A.M. on 05.02.2024 and will conclude at 5:30 P.M. on 07.02.2024. However, there will be an introductory session on 04.02.2024 after all participants have reported at the venue. In case of non-availability of rooms at the training venue as on date of nomination, arrangements for stay shall be made in another property closer to the venue.

Nominations may be sent through post/ email by providing participants' name, designation, contact number & e-mail ID along with cheque/DD in favor of National Academy of Human Resource Development payable at New Delhi. Please note that participation fee is to be paid at the time of nomination. Registration form can be obtained from our website. In case of payment through electronic mode, details are as under:

Name of Beneficiary: National Academy of Human Resource Development

Bank: Kotak Mahindra Bank. A/c No. 8912179265 IFSC Code. KKBK0004620

PAN: AAJFN7963N

GSTIN: 07AAJFN7963N1ZF

**For further information or clarification kindly contact:**

**Rohit Agarwal**

**Vivek Manchanda**

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Phone- +91 9873057803

Email-vivek@nahrd.in  
Phone-+91 9650745789

Nomination once confirmed cannot be cancelled, however substitution of participant(s) is allowed. In case nominated participant is not able to attend the workshop due to any reason and no substitution is made, fees shall still be payable. In case fees have already been paid, same shall be liable to be forfeited.

Limited seats available for the present workshop and hence the nominations will be accepted on first-come-first-serve basis. Organizations are kindly requested to seek confirmation about availability before nominating. Last date for accepting nominations is **19.01.2024.**

You are requested to kindly nominate officers and executives for the present workshop at the earliest and draw maximum benefit from the opportunity.

Thanks & Regards

  
For NAHRD



In addition, we also request you to consider nominating officers for our other workshops (December 2023 to March 2024). Details are as under:

- **Right to Information** from 13.12.2023 to 16.12.2023 at Port Blair (A&N Islands),
- **Work Life Balance & Leadership Development** from 13.12.2023 to 16.12.2023 at Port Blair (A&N Islands),
- **Corporate Governance** from 13.12.2023 to 16.12.2023 at Port Blair (A&N Islands),
- **Corporate Social Responsibility (CSR)** from 13.12.2023 to 16.12.2023 at Port Blair (A&N Islands),
- **Pay Fixation Rules** from 13.12.2023 to 16.12.2023 at Port Blair (A&N Islands),
- **Goods & Services Tax** from 17.01.2024 to 20.01.2024 at Jaipur (Rajasthan),
- **Indian Accounting Standards** from 17.01.2024 to 20.01.2024 at Jaipur (Rajasthan),
- **Audit, Accounting & Financial Management** from 17.01.2024 to 20.01.2024 at Jaipur (Rajasthan),
- **Contract Management, Dispute Resolution & Arbitration** from 17.01.2024 to 20.01.2024 at Jaipur (Rajasthan),
- **Public Procurement with e-Procurement** from 17.01.2024 to 20.01.2024 at Jaipur (Rajasthan),
- **Public Private Partnership (PPP)** from 17.01.2024 to 20.01.2024 at Jaipur (Rajasthan),
- **Rosters & Reservation in Services** from 17.01.2024 to 20.01.2024 at Jaipur (Rajasthan),
- **Insolvency & Bankruptcy Code (IBC)** from 17.01.2024 to 20.01.2024 at Jaipur (Rajasthan),
- **Disciplinary Rules & Procedures** from 04.02.2024 to 07.02.2024 at Pondicherry,
- **Handling of Court Cases** from 04.02.2024 to 07.02.2024 at Pondicherry,
- **Public Premises (Eviction of Unauthorised Occupants) Act, 1971** from 04.02.2024 to 07.02.2024 at Pondicherry,
- **Cyber Hygiene & Security** from 04.02.2024 to 07.02.2024 at Pondicherry,
- **Emotional Intelligence & Human Factors** from 04.02.2024 to 07.02.2024 at Pondicherry,
- **Establishment Rules** from 04.02.2024 to 07.02.2024 at Pondicherry,
- **Prevention of Sexual Harassment of Women at Workplace** from 04.02.2024 to 07.02.2024 at Pondicherry,
- **Retirement Planning** from 04.02.2024 to 07.02.2024 at Pondicherry,
- **Capacity Building Program for Executive Secretaries, Personal Assistants and AOs** from 04.02.2024 to 07.02.2024 at Pondicherry,
- **Organizational Leadership** from 20.02.2024 to 24.02.2024 at Dubai (UAE),



- **Vigilance Administration for CVOs** from 04.02.2024 to 07.02.2024 at Mussoorie (Uttarakhand),
- **Right to Information Act** 04.02.2024 to 07.02.2024 at Mussoorie (Uttarakhand) and
- **Recruitment Rules, Cadre Review and Creation of Posts** 04.02.2024 to 07.02.2024 at Mussoorie (Uttarakhand).

Kindly refer to the detailed brochure for details of any of the workshops mentioned above.

**For further information or clarification kindly contact:**

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