

**GOVT. OF NCT OF DELHI**  
**DEPARTMENT OF SOCIAL WELFARE**  
**GLNS COMPLEX, DELHI GATE**  
**NEW DELHI-110002**  
**[ADMINISTRATION BRANCH]**

F. 10(335)/Admn-I/Misc/2016/DSW/Estt/Pt-I/2031-34

Dated: 14/11/19

**CIRCULAR**

**Sub: Workshop on Prevention of Sexual Harassment of Women at Workplace.**

Please find enclosed herewith a copy of letter dated 28/11/2018 received from the National Academy of Human Resource Development (NAHRD) regarding conduct of workshop on "Prevention of Sexual Harassment of Women at Workplace" from 17 Jan to 18 Jan 2019 at Hotel Muse Sarovar Portico Kapashera, Bijaswasan, Kapashera for information & further necessary action.

  
**Section Officer (Admn-I)**

Encl: As above.

To

- ✓ 1. Sr. System Analyst, DSW for uploading the circular on the Departmental website.
2. Guard file.

F. 10(335)/Admn-I/Misc/2016/DSW/Estt/Pt-I/

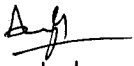
Dated:

Copy for information to:

1. PS to Secretary (SW), GLNS Complex, Delhi Gate, Delhi.
2. PA to Director (SW), GLNS Complex, Delhi Gate, Delhi.

  
**Section Officer (Admn-I)**

1788/CC  
15/1/19

  
15/1/19

Mr. Abhishek

This email has been blocked from loading remote images.

subject: Workshop on Prevention of Sexual Harassment of Women at workplace  
To: csdelhi@nic.in

28/11/18  
W AP/Secy (Services)  
Secy (WCED)

DIRECTOR SOCIAL WELFARE  
13 DEC 2018  
DY. NO. 42/19

Date: 11/28/18 10:47  
From: National Academy of Human Resource Development <mail@nahrd.in>  
Reply-To: mail@nahrd.in

Respected Sir/ Madam

Greetings from NAHRD!!

S/O. *(Signature)*  
5/12/18  
D. D. (Admin.)

Dsh *(Signature)*  
30/11

Subject: WORKSHOP ON PREVENTION OF SEXUAL HARASSMENT OF WOMEN AT WORKPLACE

CS/2018/37233

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.

A workshop on Prevention of Sexual Harassment of Women at Workplace is being organized by NAHRD from 17.01.2019 to 18.01.2019 at New Delhi.

*(Signature)* 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 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
- Steps for conducting inquiry as per DoPT O.M. dated 16.07.2015
- Appeals and steps for preventing misuse of the Act
- Preventive Policies, Gender Budgeting, Role perception & Psychological aspects

Office of the Secretary (SW/WCD)  
Deptt. of Social Welfare  
Govt. of NCT of Delhi  
29 NOV 2018  
Dy. No... 5839

3689 DDA  
04/12/18

The workshop will be organized on highly participative lines. The training methods will include lectures, group discussions, exercises, presentations, case studies, role-plays etc.

**Chief Guest**

Hon'ble Chairperson, National/ Delhi Commission for Women would be the Chief Guest in the present workshop who will deliver a lecture on present subject and will also present certificates at the time of closing of workshop, if the consent is obtained.

**Faculty**

Sh. K.S. Kumar is former Director, Ministry of Defence and Ex-Officiating Director & HOD of Institute of Secretariat Training and Management, Department of Personnel and Training, Government of India. He is accredited as a Master Trainer by the Training

Division of Department of Personnel & Training, Govt. of India. He is a highly acclaimed authority on various establishment matters including reservations in services and Gender Issues.

**Sh. Shahabir Singh Kasana** is 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 also a member in various organizations' internal complaints committee formed under Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013.

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, Directorate General of Shipping, etc.

**Participation Fee:**

Residential (Single Occupancy) –Rs. 30,000/- plus GST @ 18% per participant

Residential (Twin Sharing)\* –Rs. 25,000/- plus GST @ 18% per participant

Non- Residential- Rs. 20,000/- plus GST @ 18% per participant

\*Twin Sharing is available is available only for organizations nominating even number of participants.

The participation fee for residential participants covers the cost of lodging, boarding, meals & study material of the participants. In case of single occupancy, spouse/ family members are welcome on additional all inclusive nominal charges. Participation fees for non- residential participants include cost towards study material and lunch.

**Venue:**

Hotel Muse Sarovar Portico Kapashera, Bijawasan Road, Kapashera, New Delhi

Check In- 17.01.2019 (12 Noon)      Check Out- 19.01.2019 (12 Noon)

Non- Residential participants are required to report at 1:00 P.M. on 17.01.2019.

The workshop will commence at 2:30 PM on 17.01.2019 and will conclude at 6:00 PM on 18.01.2019.

Nominations may be send through post/ email by providing participants' name, designation, contact number & e-mail ID alongwith 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 NEFT, details are as under:

Bank: HDFC Bank Ltd. A/c No. 13582020002980. CA. IFSC Code. HDFC0001358

PAN: AAJFN7963N

GSTIN: 07AAJFN7963N1ZF

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

**Rohit Agarwal**

**Vivek Manchanda**

Email- rohit@nahrd.in  
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 nomination participant(s) is not able to attend workshop due to any reason and no substitution is made, fees shall be liable to be forfeited. Limited seats available for the present workshop and hence the nominations will be accepted on first-cum-first-serve basis. Organizations are kindly requested to seek confirmation before nominating. Last date of accepting nominations is 07.01.2019.

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

In addition, we can also conduct in-house workshop on the above-mentioned subject for your organization based on your specific requirements. You are kindly requested to provide us with you requirements in this regard.

Best Regards

NAHRD  
A-304, Defence Colony,  
New Delhi- 110024  
011- 41678044-45



We produce results

National Academy of Human Resource Development, A-304, Ground Floor, Defence Colony, New Delhi, 110024, India, [www.nahrd.in](http://www.nahrd.in)

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