

Minutes of the 14th Meeting of the Complaints Committee on Sexual Harassment held on February 12, 2016 at 2.30 PM in Room No. 109, C-Wing, Shastri Bhawan, New Delhi, under the Chairpersonship of Joint Secretary(HE) & Chairperson of the Complaints Committee.

DATE : FEBRUARY 12, 2016
TIME : 2.30 PM
VENUE : ROOM NO. 109, C-WING, SHASTRI BHAWAN, NEW DELHI
PRESENT :

- (i) Ms. Ishita Roy, Joint Secretary (HE), D/o HE – Chairperson
- (ii) Ms. Joyti Pahwa, Under Secretary, D/o SE&L – Member
- (iii) Dr. (Mrs.) Remy Jacob, Social Activist – Member
- (iv) Mr. Vijay Kumar, Under Secretary (Vig), D/o HE – Member Secretary

In attendance

- (i) Mrs. Bhuvaneshwari Umashankar, Assistant Section Officer

2. At the outset, Joint Secretary(HE) & Chairperson welcomed all the participants of the Meeting.

3. The Committee noted that no complaint of sexual harassment against any officers of the Ministry of Human Resource Development (MHRD) has been received.

4. The Committee was informed that (i) "Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act and Rule 2013"; (ii) Constitution of the Committee; (iii) details of the Members of the Complaints Committee such as name, phone number, address; and (iv) Minutes of the last Meeting of the said Committee have been uploaded on MHRD's portal at a prominent place for general information and guidance of all concerned.

5. The Committee unanimously decided that copies of the "Handbook On Sexual Harassment of Women at Workplace" published by Ministry of Women and Child Development may be circulated to all the Bureau Heads in the Ministry for its circulation in their Bureau, and also to Autonomous/ Statutory Institutions/organizations under their administrative jurisdiction.

6. The Chairperson of the Committee stated that a communication from her to Joint Secretary (Administration) regarding request for providing of training to all the employees of MHRD on gender sensitization programmes run by ISTM or any other reputed agency be sent.

7. It was also decided to expedite awareness generation and continuous sensitization for the employees through posters/banners/notices in conspicuous places in the workplace defining sexual harassment and sensitizing about the relevant Act and Rules.

8. The Chairperson expressed her thanks to all participants.

9. The meeting ended with vote of thanks to the Chair.
