

No.17-02(Report)/2023-HR-III

18.09.2023

Dated _____

From

संयुक्त सचिव (प्रशासन)
Joint Secretary(Admn.)

To

सीएसआईआर की सभी राष्ट्रीय प्रयोगशालाओं/संस्थानों/मुख्यालयों/इकाइयों के निदेशक/प्रमुख

The Directors/Heads of all National Laboratories/ Institutes/ Headquarters/ Units of CSIR

विषय :

Sub

कार्यस्थल पर महिलाओं के यौन उत्पीड़न (रोकथाम, निषेध और निवारण) अधिनियम, 2013 (POSH अधिनियम) के प्रावधानों के अनुपालन पर समीक्षा - के संबंध में

Review exercise on compliance with the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (POSH Act)- reg

संदर्भ:

Ref

सीएसआईआर पत्र संख्या 17-02(रिपोर्ट)/2023-एचआर-III दिनांक 20.07.2023

CSIR letter No. 17-02(Report)/2023-HR-III dated 20.07.2023

महोदया/Madam/ महोदय/ Sir,

Kind reference is invited to CSIR letter of even no. dated 20.07.2023 whereby the Judgement of Hon'ble Supreme Court in Civil Appeal No. 2482 of 2014 filed by Aureliano Fernandes Vs. State of Goa and Ors. was circulated for your information, guidance and compliance.

It may be recalled that a review exercise was also carried out to confirm the compliance of the said order by CSIR Labs/Instts with regard to constitution of Internal Committee(IC), making available on website the composition, contact details, procedure for submitting online complaints, the relevant rules/regulations and internal policies etc. Upon evaluating the information provided by CSIR Labs/Institutes, the following observations came to our notice that requires immediate attention by the concerned Labs/Instts:-

- Some of the CSIR Labs/Insts. have not yet made the required information (ie, Composition, Contact details of IC etc.) available on the main page of their Websites.

Contd.

:2:


- ii. Certain Labs/Instts. have updated the information on their Intranet systems, but have not made it accessible on their public websites.
- iii. Many of the Labs/Instts have not provided the procedure for making online complaints, relevant rules/regulations, internal policies etc. on their websites.

In light of these findings, we kindly request the following actions from all concerned Labs/Institutes:

- (i) Inclusion of a dedicated link titled "Handling of Complaints of Sexual Harassment" on the main page of their websites.
- (ii) The aforesaid link may contain the following information:-
 - (a) The composition of Internal Committee (IC) along with details including the email IDs and contact numbers of the Presiding Officer/Members of IC.
 - (b) Procedure for making complaints that pertains to Sexual Harassment.
 - (c) Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (POSH Act), Rules/regulations and related internal policies, if any.
- (iii) All Labs/Instts. should ensure that the Presiding Officer and every Member of the Internal Committee shall hold office for a maximum term of three years only, commencing from the date of their nomination. It is essential that fresh nominations (not re-nominations) are made for Presiding Officer and Members after the end of their tenure/ creation of vacancy.

In view of the above, all Labs/Instts. are requested to kindly provide the compliance report in the enclosed format at the earliest, but not later than 22.09.2023. Your prompt attention to this matter is greatly appreciated.

Yours faithfully,


(Anita Singh)

Deputy Secretary

Encl : As above

Proforma

Compliance Report with the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (POSH Act)

Name of the Lab./Instt.		
Sr. no.		Whether available on Home page of website of the Labs/Instt. ? if yes, provide the website link.
1.	The composition of Internal Committee (IC) along with details including the email IDs and contact numbers of the Presiding Officer/Members of IC.	
2.	Procedure for making complaints pertaining to Sexual Harassment.	
3.	Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (POSH Act), Rules/regulations and related internal policies, if any.	

Name, Signature and Stamp of
Controller of Administration/Administrative Officer.
Name of the Lab/Instt.