

F.N. 17-02(Reports)/2023/HR-III

Dated 12.12.2025

प्रेषक : संयुक्त सचिव (प्रशासन)
From : Joint Secretary (Admn.)

सेवा में : सीएसआईआर की सभी राष्ट्रीय प्रयोगशालाओं/ संस्थानों / मुख्यालय / एककों के निदेशक / प्रधान
To : The Directors/Heads of all CSIR Labs/instts./Headquarters/Units

विषय/ Sub: Organising 'Sexual Harassment Prevention Week' -reg


महोदया Madam/ महोदय Sir,

I am directed to forward herewith a copy of D.O. Letter No. 13016/2/2017-WW-Part (1) dated 10.12.2025 received from Secretary, Ministry of Women and Child Development for information, compliance and necessary action.

The above letter is in connection with the observation of the week from 10th December to 17th December, 2025 as 'Sexual Harassment Prevention Week' by organizing various activities, which may include constituting or revamping Internal Committees (ICs) and onboarding or updation of the relevant details on the SHE Box portal, conduct sensitization and awareness programmes and dispose of all pending complaints and nurture a culture of respect and safety for every woman at workplace. A list of Activities has also been enclosed.

Accordingly, all the CSIR Labs/Instts/Hqrs./Units are requested to commemorate 'Sexual Harassment Prevention Week' from 10th to 17th December, 2025 and that a brief report on the activities undertaken in this regard may kindly be forwarded by email (ajay.rathi@csir.res.in) latest by 22/12/2025.

भवदीय/Yours faithfully,


(अजय कुमार राठी/ Ajay Kumar Rathi)
अवर सचिव/ Under Secretary

संलग्न/ Encl: यथोपरि/ as above

प्रतिलिपि / Copy To :

1. सीएसआईआर वेबसाइट / CSIR Website
2. कार्यालय प्रति / Office Copy

अनिल मलिक, आई.ए.एस.
सचिव

Anil Malik, I.A.S.
Secretary

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सत्यमेव जयते



आज़ादी का
अमृत महोत्सव

भारत सरकार
महिला एवं बाल विकास मंत्रालय
शास्त्री भवन, नई दिल्ली-110 001

Government of India
Ministry of Women & Child Development

10th December, 2025

D.O.No13016/2/2017-WW-Part(1)

Dear Secretary,

As you are aware that the new Labour Codes guarantee workplace safety and facilitate women's meaningful participation across all sectors of economy with mandated protections resonating with the Hon'ble Prime Minister's vision of women-led development for a 'Viksit Bharat' by 2047.

2. I would also like to draw to your kind attention towards "The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013" (SH Act). It stands as one of the corner-stones to protect dignity of women at workplace by mandating safe and secure workplaces for them. The Ministry of Women and Child Development (MWCD) has launched an online portal called She-Box as a digital platform to serve as a nation-wide centralized repository for complaints and related data. Over one lakh public and private workplaces have already onboarded this portal. The Hon'ble Supreme Court, in its order dated 12.8.2025 in the case of Aureliano Fernandes vs. State of Goa, while appreciating the significance of this initiative has directed all employers to onboard details of their workplaces on the portal.

3. I would request you to kindly direct all the organizations and subordinate offices to commemorate the week December 10 – December 17, 2025 as 'Sexual Harassment Prevention Week' by organizing various activities, which may include constituting or revamping Internal Committees (ICs) and onboarding or updation of the relevant details on the SHe Box portal, conduct sensitization and awareness programmes and dispose of all pending complaints and nurture a culture of respect and safety for every woman at workplace. An illustrative list of proposed activities is enclosed.

4. I would request that details of the activities taken up in this matter may kindly be emailed at : women-welfare 1@gov.in

With regards,

Yours sincerely,

(Anil Malik)

The Secretaries to GoI, All Ministries and Departments.

List of activities

A. For all workplaces

1. Constitution/revamping of Internal Committees (ICs).
2. Onboarding/ regular updation of IC/ LC details on the SHe-Box portal.
3. Organise awareness programmes for employees on POSH Act.
4. Conduct sensitization programmes for IC/ LC members on provisions of Act.
5. Display of the list of IC members, penal consequences, what constitutes SH at workplace, do's & don'ts for employees, prominently at workplace premises, visible to all employees.
6. Expeditious disposal of pending complaints, whether received through the portal or manually.
7. Uploading of Annual Reports on the portal.
8. Regular monitoring of portal by the designated Nodal officer for portal
9. Actively promote the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, as well as the SHe-Box portal, through official websites and social media handles, so as to enhance awareness and facilitate wider outreach.
10. Awareness about Women Helpline (181) and One Step Centre (OSC) to assist women in distress.

B. For States/UTs (as per Hon'ble Supreme Court's Order dated 12.08.2025)

1. A survey shall be conducted with the assistance of District Labour Commissioners and the Chief Labour Commissioner of the State within six weeks (Pg. 14 of order).
2. The Labour Commissioner/Labour Officer or equivalent officer in each District shall be directed by the Chief Secretary and the Chief Labour Commissioner of the State/UT to ensure that data collected from respective Districts is forwarded to the District Officers (Pg. 11-12 of order).
3. States/UTs shall also ensure that data already collected is duly onboarded on the SHe-Box portal created by the Ministry of Women and Child Development.