



GOVERNMENT OF KERALA

Water Resources (G&P) Department,
Thiruvananthapuram, Dated: 10-12-2014

No. 27702/P3/2014/WRD

From

The Additional Chief Secretary to Government

To

- The Managing Director, Kerala Water Authority, Thiruvananthapuram.
- The Chief Engineer, Irrigation & Administration, Thiruvananthapuram.
- The Chief Engineer, IDRB, Thiruvananthapuram.
- The Chief Engineer, Project I, Kozhikode.
- The Chief Engineer, Project II, Thiruvananthapuram.
- The Chief Engineer, Mechanical, Thiruvananthapuram.
- The Chief Engineer, Kuttanad Package, Alappuzha.
- The Director, Ground Water Department, Thiruvananthapuram.
- The Executive Director, Kerala Rural Water Supply & Sanitation Agency, Thiruvananthapuram.
- The Administrator CADA, Thrissur.

Sir/Madam,

Sub:- Water Resources Department – Implementation of Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act.2013 - Report called for - Reg.

Ref:- Letter No. 19-8/2014-WW dated 27-10-14 from the Ministry of Women & Child Development, Government of India & enclosures.

In forwarding herewith a copy of the reference cited, I am to request you to furnish the details called for therein in the prescribed format from departments/ organizations/undertakings/industrial establishment and educational institutions under your control, to Government by return positively, for onward transmission to Government of India.

Yours faithfully,

T.KANCHANA

Finance Officer (CADA)

for Addl. Chief Secretary to Government.

Approved for issue,

Order No. B. 10300/2001 dated 16.1.2015

Section Officer.

114
112

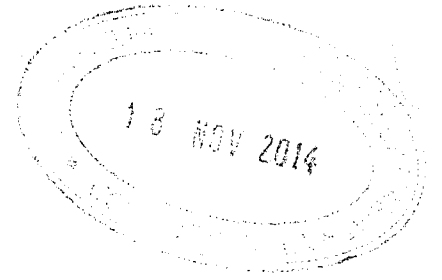
Government communication with all its enclosures are forwarded to all Chief Engineers and Superintending Engineers to feedback the details by return as it has to be finally transmitted to Govt of India by the State Government.

Yours faithfully

CHIEF ENGINEER

13
3
16853 - 3

No.19-8/2014-WW
Government of India
Ministry of Women & Child Development



Shastri Bhawan, New Delhi
Dated 27th October, 2014

To,

Principal Secretaries/Secretaries-in-charge Women & Child Development
All States/UT's

**Subject: Implementation of the Sexual Harassment of Women at Workplace
(Prevention, Prohibition and Redressal) Act, 2013.**

Madam/Sir,

I am directed to say on the above mentioned subject that to say that the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 has come into effect to provide a safe and secure environment to women at the workplace.

2. The Act casts an obligation upon all the organizations (whether private or public sector) having more than 10 workers to constitute Internal Complaint Committee (ICC) for receiving complaints of sexual harassment.

3. Similarly, the State Government is authorized to constitute Local Complaint Committee (LCC) in every district which will receive complaints from organizations having less than 10 workers or if the complaint is against employer himself. For this, the State Government have to notify a District Magistrate/ Additional District Magistrate/ Collector/ Deputy Collector as a District Officer for every district who has the authority to constitute LCC and a nodal officer in every block, taluka and tehsil in rural or tribal area and ward or municipality in the urban area to receive complaint and forward the same to LCC for inquiry.

4. As per the Act, the ICC and LCC shall prepare an annual report in the prescribed format (as provided in the Rules) and submit the same to the employer or District Officer who in turn will forward a brief report on the total annual reports so received to the State Government authorized to monitor the implementation of the Act and maintain data on the number of cases filed and disposed off.

A
15/11

15/11

17/11

5. At national level, the Ministry of Women and Child Development is responsible for the overall monitoring and review of the Act. In pursuance of the same, a monitoring framework has been developed to monitor the implementation of the Act so the efficacy of the Act could be examined.

6. The Department of Women and Child Development in every State/UT will collate this information from various government departments, public sector undertakings and private institutions in the enclosed format presently for the period of past one and a half year since the Act's notification and at every six months in the future and forward the same to MWCD.

Yours Sincerely



(Lopamudra Mohanty)

Director

Tel. No. 23074215

15
6

**Status of the Implementation of the Sexual Harassment of Women at Workplace
(Prevention, Prohibition and Redressal) Act, 2013**

1. With reference to section 4 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (the SH Act) kindly furnish the following information from each and every department of the State (all the department may be requested to forward this information to Department of Women and Child which will collate it in the given format). Please respond by stating YES/NO/In the process along with total number of Committees constituted at every level:

| S. No. | Name of the Department | Internal Complaint Committee constituted (with copy of order) C | | | Name and designation of the Nodal Complaint Officers (with date of notification) (attach a copy of notification) |
|--------|-----------------------------|---|----------|-------------------------------|--|
| | | State | District | Division/Sub-Divisional Level | |
| 1 | Women and Child Development | | | | |
| 2 | | | | | |

2. With reference to section 5 and 6 of SH Act kindly furnish the following information in a district wise manner:

Total Number of Districts in the State: .

| S. No. | Name of the Districts | District Officer notified (attach a copy of notification) | Local Complaint Committee Established (attach copy of notification) | Name/Designation of the Nodal Complaint Officer (attach copy of notification) |
|--------|-----------------------|---|---|---|
| 1 | | | | |
| 2 | | | | |

3. With reference to section 19 (and Rule 13) of the SH Act kindly furnish the following information from each and every department/districts of the state (all the department/districts through District Officer may be requested to forward this information to Department of Women and Child which will collate it in the given format). Please respond by stating YES/NO/In the process

| S. No. | Name of Department | Development of IEC Material in local dialect | Display of definition of sexual harassment and its penal consequences at conspicuous places in department (with list of offices at State, district, division and sub-divisional level) | Display of information about the constitution of Internal Committee (with the list of offices at State, district, division and sub-divisional level) |
|--------|-----------------------------|--|--|--|
| 1 | Women and Child Development | | | |
| 2 | | | | |

| S. No. | Name of District | Display of IEC Material in local dialect with its location | Display of definition of sexual harassment and its penal consequences at public places (specify the name and location of the place) | Display of information about the constitution of Local Committee at public places (specify the name and location of the place) |
|--------|------------------|--|---|--|
| 1 | | | | |
| 2 | | | | |

| S. No. | Name of Department | Number of Workshop/training/orientation programmes organized | | Total number of participants | Resourced by (Kindly state name and expertise of Resource Person) |
|--------|-----------------------------|--|----------------|------------------------------|---|
| | | For Employees | For IC members | | |
| 1 | Women and Child Development | | | | |
| 2 | Home | | | | |

4. With reference to the section 22 (and Rule 14) of the SH Act kindly furnish the following information:

| S. No. | Medium | Number of the complaints received | Number of cases Adjudicated | | | Action Taken on the report (nature specified i.e. out of the total in 4 cases suspension of 4 months was awarded, 2 were transferred to other place, sum deducted from salary in 5 cases etc.) | Number of Cases pending for more than 90 days |
|--------|--------------------|-----------------------------------|-----------------------------|-----------|------------|--|---|
| | | | Through counseling | Otherwise | | | |
| | | | | Guilty | Not-Guilty | | |
| 1 | Internal Committee | | | | | | |
| 2 | Local Committee | | | | | | |
| | Total | | | | | | |

5. With reference to section 21 and 22 of the SH Act kindly furnish the following information:

Total Number of Districts:

| S. No. | Name of districts in which Annual reports is submitted to District Officer by | | Name of the district from which information on Annual Report is submitted by District Officer to DWCD |
|--------|---|--------------------|---|
| | Local Committee | Internal Committee | |
| 1 | | | |