

No. 10779 /L O/2017/MS/HALSA

From

The Member Secretary,  
Haryana State Legal Services Authority,  
Institutional Plot No.9, Sector-14,  
Panchkula (Haryana).

To

The Director,  
Women & Child Development Department,  
Haryana, Bays 15-20,  
Sector-4, Panchkula

Dated, Panchkula, the 11/9/2017

**Subject:- Constitution of Internal Complaints Committee under Sexual Harassment of Women at Work Place (Prevention, Prohibition and Redressal) Act, 2013.**

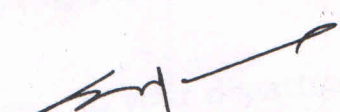
**Reference:- Your letter no. 5460-629 dated 11.05.2017, Letter no. 24209-389 dated 06.09.2017 and this Authority letter no.7252 dated 19.05.2017.**


Madam,

Please refer to the letters under reference mentioned in the subject noted above.

The requisite information has already been sent to your department vide letter no. 7252 dated 19.05.2017. The copy of the same is again attached herewith for your information and necessary action.

Encl.:- As above.

  
Joint Member Secretary  
For Member Secretary,  
Haryana State Legal  
Services Authority,  
Panchkula

  
Puneet Kaur  
System Analyst  
Arenal  
SPC, SPCW  
for updation on  
website

From

The Member Secretary,  
Haryana State Legal Services Authority,  
Institutional Plot No.9,  
Sector-14, Panchkula.

To

The Director,  
Women & Child Development Department,  
Haryana, Bays 15-20,  
Sector-4, Panchkula.

No. 7252 2017/Supdt./MS/HALSA,  
Dated, Panchkula, the 19/5/2017

**Subject:** Regarding annual reports on the implementation of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

Sir,

Please refer to your letter No.5460-629/A-2/WWW, dated 11.05.2017 on the subject cited above.

It is submitted that information has already been sent to your department for the years 2014-2015, 2015-2016 and 2016-2017 in the prescribed format vide letter No.3616/2017/MS/HALSA, dated 23.02.2017 of this Authority.

The copy of the same is again being sent to your department for information and necessary action.

Encl: as above

Joint Member Secretary,  
For Member Secretary,  
Haryana State Legal  
Services Authority,  
Panchkula.



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

**Format-1**

Sr. No.	Name of the Department	Internal Complaint Committee Constituted (with copy of order)			Name and designation of the Nodal Complaint Officers (with date of notification) (attach a copy of notification)
		State	District	Division/Sub-Divisional Level	
1.	Haryana State Legal Services Authority	(Haryana) Internal Complaint Committee constituted at the Administrative building of Haryana State Legal Services Authority, Plot No.9, Sector-14, Panchkula. Copy of the order is attached herewith.	There are 21 District Legal Services Authorities in the State of Haryana. At the District level, the process in to constitute the Internal Committee where the employees have become 10 or more than due to recent recruitment.	At the Sub Divisional level, there are 33 Sub Divisional Legal Services Committees. The employees of the Legal Services Authority at the level of Sub Divisional Legal Services Committees are less than 10.	Smt. Vani Go Sharma, Additio District & Sessi Judge, Chandig Judicial Academy, Sec 43-D, Chandigarh (c attached)

**Format No-2**

Total Number of District in the State:

Sr. No.	Name of the Districts	District Officer notified (Attach a copy of notification)	Local Complaint Committee Established (attach copy of notification)	Name and designation of the Nodal Complaint Officers (with date of notification) (attach a copy of notification)
1.	-	-	-	-

**Format No-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:



Sr. No.	Name of the 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.	Haryana State Legal Services Authority	Booklet on "Sexual Harassment at Workplace" has been prepared by HALSA. It is in English and Hindi.	Copies of booklet prepared on "Sexual Harassment at Workplace" are distributed in the Awareness Camps. Copies have been kept in the library and have also been sent to District Legal Services Authorities for creating awareness about the definition of sexual harassment and its penal consequences etc.	Information about the Constitution of Internal Committee at the Administrative Building of HALSA, Plot No.9, Sector-14, Panchkula has been displayed at the reception.

**Format No-3.1**

Sr. No.	Name of the 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 Internal Committee at public places (specify the name and location of the place)
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**Format No-3.2**

Sr. No.	Name of the Department	Number of workshop/training/orientation programmes organized		Total number of participants	Resourced by (kindly state name and expertise of Resource Person)
		For Employee	For IC members		
1.	Haryana State Legal Services Authority	Booklets have been distributed amongst employees. In the State of Haryana, Legal Services Authorities have conducted 96	Booklets have been distributed amongst employees.	about 50-80 in Awareness Camps	CJM-cum-Secretary, DLSA and Panel Lawyers



		Awareness Camps on Sexual Harassment at Workplace in the year 2016 and the same were attended by the employees and also by the general public.			
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2. With reference to the Section 22 (and Rule 14) of the SH act kindly furnish the following information:

Sr. No.	Medium	Number of the complaints received	Number of case Adjudicated			Action taken on (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 counselling	Otherwise Guilty	Not-Guilty		
1.	Internal Committee	No	No	No	No	No	No
2.	Local Committee	No	No	No	No	No	No
	Total						

3. With reference to section 21 and 22 of the SH Act kindly furnish the following information:  
Total Number of District:

Sr. 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.	No	No	No

**OFFICE OF THE MEMBER SECRETARY, HARYANA STATE LEGAL SERVICES  
AUTHORITY, 2ND FLOOR, NEW BLOCK, OLD DISTRICT COURT COMPLEX,  
SECTOR 17, CHANDIGARH.**

Office Order No. 1059-61/2014/MS/HALSA  
Dated, Chandigarh

2015 MS/HALSA  
15/5/2015

**OFFICE ORDER**

Subject: Committee for sexual harassment cases at workplace.  
Pursuant to the Section 4 sub section (2) of "The Sexual  
Harassment of Women at Work-Place (Prevention, Prohibition and Redressal) Act,  
2013 notified by Government vide notification No. 113/2013  
"Committee" is hereby constituted to provide protection  
women at workplace and for the prevention and Redressal of  
harassment and for matters connected therewith or incidental thereto.  
the committee shall be as under:-

1.	Ms. Vani Sharma.	Gopal	Additional District & Sessions Judge, Chandigarh Judicial Academy, 43-D, Chandigarh.	Judge, Sector	Presiding Officer
2.	Sh. D.D. Vohra,		Administrative Officer		Member
3.	Smt. Tripta Malik		Superintendent		Member
4.	Sh. Rishi Ram Bhatt		Deputy Superintendent		Member
5.	Ms. Anju Arora		Advocate, Punjab and Haryana Court, Chandigarh	High	Member

Member Secretary,  
Haryana State Legal  
Services Authority,  
Chandigarh.

Dated 15/5/2015

Endst. No. 1059-61/2014/MS/HALSA

A copy is forwarded to the following for information and necessary action:

1. Ms. Vani Gopal Sharma, Additional District & Sessions Judge, Chandigarh  
Judicial Academy, Sector 43-D, Chandigarh.
2. The officers/officials concerned (byname).
3. Ms. Anju Arora, Advocate, Punjab and Haryana High Court, Chandigarh.

Member Secretary,  
Haryana State Legal  
Services Authority,  
Chandigarh.