

CSIR-National Institute of Science Communication and Policy Research
New Delhi 1100012

No. 1(263)/2023-Vlg

Dated: 13.12.2023

OFFICE MEMORANDUM

To spread awareness regarding sexual harassment of women at workplace amongst NISCPR employees, a Workshop on Sexual Harassment of Women at Workplace on 15.12.2023 has been organized at SVM Campus and PUSA Campus (through Hybrid Mode), the details of which are as follows:

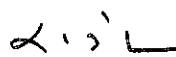
Pre Lunch Session: - (from 10.00 am to 1.00 p.m.)
(For all Regular/Project Assistants/Students/Outsourced Staff)

1005 -1010 hrs	Inaugural Address	Dr. R.S. Jayasomu, Acting Director, CSIR-NISCPR
1010-1020 hrs	Initial Remarks	Dr. T.S. Rana Head, CSIR-HRDC
1020-1025 hrs	About the Programme	Dr. Shobhna Choudhary, Pr. Scientist, CSIR-HRDC
1025-1030 hrs	Vote of thanks	Shri R.K.S. Roushan COA CSIR-NISCPR
1030-1040 hrs	Tea- Break	
1040-1145 hrs	Understanding What Constitutes Sexual Harassment of Women at Workplace Act, 2013- POSH Act and Genesis of the Act- An Overview	Sh. Soumya Bhaumik Advocate & Consultant
11.45-1300 hrs	- Constitution and functions of Internal Complaint Committee (ICC) - Role of ICC & Duty of Members	Sh. Soumya Bhaumik Advocate & Consultant
1300-1400 hrs	Lunch Break	

Post Lunch Session :- (from 2.00 pm to 3.00 p.m.)
(For ICC Members, HoDs, Administrative Staff (SOs & Above))

1400-1515 hrs	Discussion with CSIR-NISCPR's ICC members, HoDs and Administrative staff engaged in these matter and case studies	Sh. Soumya Bhaumik Advocate & Consultant
1515 onwards	Closing and Vote of Thanks	Mrs. Preeti Choudhary Sr. Technical Officer

1. All the Regular staff members deployed at PUSA Campus will report directly at SVM Campus.
2. All the staff members including Regular/Project Assistants/Students/Outsourced deployed at SVM Marg will attend the Workshop in the Pre Lunch Session at SVM Marg itself.
3. All the Project Assistants/Students and Outsourced staff deployed at PUSA Campus will attend the Workshop in the Pre lunch session at Vivekanand Hall, at PUSA, Campus through Hybrid mode.
4. Tea and Lunch arrangements will be provided at both the Campus for all the Regular/Project Assistants/Students/Outsourced staff.
5. All Regular/Project Assistants/Students and Outsourced staff are directed to attend this Programme COMPULSORILY.
6. Attendance will be taken on the concerned venues.


(R.K.S. Roushan)
Controller of Administration

Copy to:-

1. All the notice boards
2. PS to Director
3. PS to COA
4. PS to AO
5. IT- Division – uploading this OM on NISCPR website