

**Important**

F. No. A.14016/1/2007-Admn.I/Part File-1  
**The National Institute of Health and Family Welfare**  
(Administration-I Section)

Dated the 03rd June, 2019

**Circular**

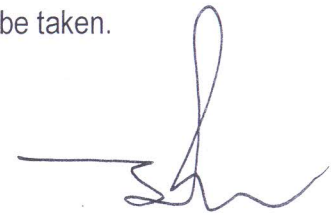
**Subject: Increasing No. of complaints regarding Sexual Harassment of Women at Workplace.**

In the recent past, a no. of cases of Sexual Harassment of Women at Workplace have been reported in the Institute which not only reflect adversely on the image of the Institute but also highlight the need to take corrective steps to prevent women employees of the Institute from such incidences.

Rule 3 C of CCS (Conduct) Rules, 1964, prohibits sexual harassment of any woman at her workplace. Sexual Harassment includes such unwelcomed sexually determined behaviour whether directly or otherwise, as — (a) physical contact and advances; (b) demand or request for sexual favours ; (c) sexually coloured remarks; (d) showing any pornography; or (e) any other unwelcome physical, verbal or non-verbal conduct of a sexual nature.

In view of the above, all the employees of the Institute including Contractual Staff, P.G. Students M.D. (CHA, DHA & PGDPHM) are advised not to indulge in any act which is prejudicial to the sexual harassment of any woman at her work place. If any employee found indulged in such kind of acts, strict action in terms of Rule 3 (C) of CCS (Conduct) Rules, 1964 and The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, will be taken.

This issues the approval of Director.



(Anil Kumar)

Deputy Director (Admn.)

1. All HODs and Sectional Head
2. Faculty In-charge, WM Section
3. SPA to Director
4. PA to D.D (Admn.)
5. Notice Board
6. Computer Centre to upload on this Institute Website

Copy also to: (i) Dr. Poonam Khattar, HoD (Deptt. of Communication) & Chairperson, Internal Complaint Committee on Sexual Harassment of woman at workplace  
(ii) Vigilance Officer