

No. EDN-SE (10) A (03) 20/2025
Directorate of School Education
Himachal Pradesh

To
Dated: Shimla-171001 the November, 2025

All the Deputy Directors of School Education (Elementary/Secondary)
Himachal Pradesh


Subject:- Regarding annual report of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 for the F.Y. 2024-25.

Please find enclosed herewith a copy of letter No. 6-10/87- Wel WW-IC-2024-25-15962-16088 dated 24.12.2025 received from the Director, Women and Child Development, Himachal Pradesh, Shimla-1 on the subject cited above.

In this context, you are directed to issue necessary instruction to all the heads of educational institutions under your control and furnish the consolidated annual report of Internal Committees (ICs) for the F.Y. 2024-25 as per the format enclosed at Annexure "A" alongwith the following information:-

- (1) Latest notification of the Internal Committes.
- (2) Details of cases registered, under the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 alongwith action taken report.
- (3) The annual consolidated report of your respective district shall also be uploaded on She-Box Portal.

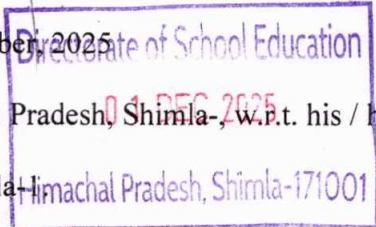
Further , you are also directed to provide the additional information as required as per Annexure "B and also send the compiled action taken report of your respective district to this directorate within a week, positively through E.mail.



Addl. Director School Education
Himachal Pradesh

Endst. No. Even dated Shimla-171001 the
Copy for information and necessary action to:-

1. The Director, Women and Child Development, Himachal Pradesh, Shimla-1, w.r.t. his / her letter refer above.
2. The State Project Director (SS), Himachal Pradesh, Shimla-1.
3. The Principal, SCERT Solan (H.P)- 173211.
4. The Superintendent inquiry cell , Directorate of School Education, with the request to send the details of cases registered and action taken report to the General Branch, DSE.
- ✓ 5. The Nodal Officer-IT Cell, Directorate of School Education, H.P, Shimla-1 with the remarks to upload the same on departmental website.
6. Guard file.

November, 2025




Addl. Director School Education
Himachal Pradesh

No. 6-10/87 -Wel WW-IC-2024-25 -15962-16088
Directorate of Women & Child Development
MC Parking Complex, Tutikandi Crossing, Shimla, HP-05

To

1. All Head of the Departments, Himachal Pradesh
2. All Managing Director of the Boards and Corporations, Himachal Pradesh
3. All Registrar of the Universities, Himachal Pradesh
4. All Secretary of the Commissions, Himachal Pradesh

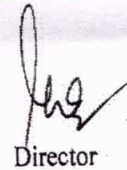
Dated: 24/12/25 Shimla -05

**Subject: - Annual Report of the Sexual Harassment of Women at Workplace
(Prevention, Prohibition and Redressal) Act, 2013 for the F.Y. 2024-25 .**

Madam/Sir,

It is submitted that the Annual Report for the implementation of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 is formulated every year.

I am directed to convey that the consolidated Annual Report of the Internal Committees (ICs) for the F.Y. 2024-25 of your office may kindly be provided to this Directorate as per the format enclosed at Annexure "A" along with the latest notification of the Internal Committees. The Annual Report may also be uploaded on the SHe-Box Portal. Further, additional information may kindly be provided as per Annexure "B."



Director
Women and Child Development,
Himachal Pradesh

Annexure - "A"

Details of Internal Committees (ICs) constituted under the Act :
(copy of notification/notifications may also be enclosed):

Sr. No.	Year	Name of the Department / Email ID	ICs Established Y/N	Name of Chairperson and Members along with Official address and contact details. (Copy of notification to be enclosed)
1	2024-25			

Details of cases registered and action taken thereof under the Act:

Sr. No.	Year	Total number of complaints received	Number of cases disposed off	No of cases pending more than 90 days	Action taken on the complaint	No of workshops or awareness programme against sexual harassment carried out
1	2024-25					

Annexure – "B"

Particulars	2022-2023		2023-24		2024-25		2025-26	
ICs formed								
Complaints Received & Resolved	Received	Resolved	Received	Resolved	Received	Resolved	Received	Resolved
Awareness & Training session held								
No. of ICs trained								
Compliance monitoring mechanism								