



**SYSTEMATIC INSTITUTE OF
ECONOMIC RESEARCH & DEVELOPMENT**

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To
The Director / Registrar
The HOD/ Heads of Personnel/Admin/Vigilance/HRD
All the Govt. Deptts, Autonomous Bodies & PSUs
Chairmen/CMDs/CEOs of Ports, Boards, Public Sector Banks,
Insurance Corporation and other Financial Institutions

**Workshop On
"Prevention of Sexual Harassment of Women at Workplace"**

Date 16th & 17th September 2025, Kochi

Sir/Madam,

Greetings from **Systematic Institute of Economic Research & Development (SIERD)** New Delhi.

Our Institute has been organizing premier training program on application, interpretation and evaluation of statutory rules on Service, Finance matters and Human Resources handled by a team of competent and dedicated trainers. Based on the requirements received from our client organizations, we are organizing the below mentioned Workshop / training program.

INTRODUCTION:-

As the workforce is becoming more and more diverse, the issue of Managing diversity and Gender sensitisation has gained attention worldwide. India is no exception. Based on the Guidelines provided by the Supreme Court in Visakha's case, the Central Govt. has gone to the extent of amending the CCS (Conduct) Rules 1964 To ensure the safety of women at workplace law on the subject-The Sexual Harassment of women at place of work(Prevention, Prohibition and Redressal) Act, 2013- has also been made.. There are plethora of executive instructions also on the subject. This training programme has been designed to educate and sensitise the Personnel at various levels of the need to ensure safety and well being of women working with/under them.

WHO SHOULD ATTEND :-

Suitable for personnel at all levels Personnel Managers/Officers, Administrative Officers/Managers, HRD Managers and other executives.

FACULTY: -

The Sessions will be conducted by highly experienced faculty on interactive basis. Individual questions/doubts and their clarifications would be encouraged.

WORKSHOP DURATION:- The Programme will commence at **10:00AM on 16.09.2025** and will conclude at **05:00PM on 17.09.2025**

COURSE OUTLINE:-

- Concept and Importance of prevention of SHW
- Gender issue – what it means
- Discrimination between Sex and Gender
- What is Sexual Harassment
- Vishakha Guidelines and other important judicial pronouncements
- Prevention of Sexual Harassment of women at workplace Act.
- Role of complaints committee

FEE:-

Residential on Single Occupancy: Rs. 40000 + 18% GST total Rs. 47200/- Per Participant

Residential on twin sharing basis Rs. 30000 + 18% GST = Total Rs. 35400/- Per Participant

Non-Residential: Rs. 20000 + 18% GST = Total Rs. 23600/- Per Participant

Twin Sharing is available only for organizations nominating two officials (same gender). The participation fee for residential participant covers the cost of lodging, boarding, meals & study material of the participants. Spouse Or one Family member are welcome on complimentary basis. Nomination on single occupancy is mandatory in case any participant wants to bring his/her spouse/ family member. Participation fees for non-residential participant include cost of lunch and study material

RESIDENTIAL CANDIDATE: Check in 15th Sept. 2025 (afternoon) & Checkout 18th Sept. 2025 (11:00AM)

PLACE OF STAY & WORKSHOP:- Hotel Presidency, Ernakulam, Town, Kochi.

Non- Residential participants will have to be report at 09:45 A.M. on 15.09.2025.

LAST DATE: - Last Date of Accepting nominations is **08.09.2025**. Nomination can also be forwarded after the last date on Enquiry/Confirmation.

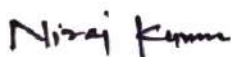
NOMINATION: -

The Organization may please send the nominations stating the participants Name, Designation, their Mobile No. and Contact No. & e-mail ID. Kindly also provide GSTIN of your organization at time of Nomination. For making payment through DD/Cheque/NEFT/Pay Order/PFMS/IMPS/RTGS drawn in favor of “**Systematic Institute of Economic Research & Development**” payable at New Delhi. NEFT payment may be made direct to Current **A/c No. 62310200000135 (IFSC Code BARB0VJMAYA, MICR NO. 110012391) Bank of Baroda, Mayapuri Branch, New Delhi** under intimation by email. PAN No. BXPPK7937K **GSTIN-07BXPPK7937K12N**

Since limited seats are available for the present workshop, nominations will be accepted on first-cum-first-serve basis. Nomination once confirmed cannot be cancelled; however substitution of participant is permissible. In case nominated participant is not able to attend the workshop due to any reason and no substitution is made, fees shall be payable.

You are requested to kindly nominate officers and executives for the present workshop at the earliest and draw maximum benefit from this opportunity.

We shall be glad to accommodate the nominations from your organization.



Neeraj Kumar

Program Coordinator

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