



GOVERNMENT OF NATIONAL CAPITAL TERRITORY DELHI
DIRECTORATE OF EDUCATION: SCHOOL BRANCH
OLD SECRETARIAT: DELHI-110054

No. DE.23 (564) / Sch.Br./2018/ 256

Dated: 11/06/2019

CIRCULAR

Sub: Internal Complaints Committee (ICC) in terms of 'The Sexual Harassment of Women At Workplace (Prevention, Prohibition and Rederessal) Act, 2013'.

This has reference to the Circular No. DE.23(363)/Sch.Br./2018/09 dated 03.04.2019 vide which Heads of all Govt. and Govt. Aided Schools under Directorate of Education were informed about the online module for registering complaints regarding Sexual Harassment at Workplace and it was further directed to ensure that the above information be circulated among all the staff members and displayed at prominent places i.e. School main gate, outside Principal;s Office and Notice Board etc.

- The link for registering the complaints regarding Sexual Harassment at Workplace is available on the Homepage of MIS (www.edudel.nic.in) which can be used by any aggrieved person.
- After a complaint is received online through the above link, it is automatically reflected for processing and monitoring in the login of the Govt. and Govt. Aided School/Office/Branch to which it pertains and it can be accessed by the concerned School/Office/Branch as under:
www.edudel.nic.in (Home Page) -> Login -> School Plant -> Complaints regarding Sexual Harassment at Workplace.
- At the same time, the complaint is also reflected in the login of higher authorities (concerned RDE Office, Office of DDEs District and Zone) for monitoring and can be accessed through the same link i.e.,
www.edudel.nic.in (Home Page) -> Login -> School Plant -> Complaints regarding Sexual Harassment at Workplace.

S. Jain

- At the Directorate of Education level, all complaints pertaining to all Govt. and Govt. Aided Schools/Offices/Branches under Directorate of Education are reflected in the login of RDE (Central) for monitoring purpose and can be accessed through the same link i.e.,

www.edudel.nic.in (Home Page) -> Login -> School Plant -> Complaints regarding Sexual Harassment at Workplace.

In view of the above, all RDEs, DDEs (District/Zone), Branch Incharges/Heads of Offices of Directorate of Education and all Heads of Govt. and Govt. Aided Schools under Directorate of Education are hereby directed to ensure that appropriate action is taken in time bound manner as per the provisions of 'The Sexual Harassment of Women At Workplace (Prevention, Prohibition and Rederessal) Act, 2013' on all complaints received through the above mentioned online module.

All RDEs and DDEs (District/Zone) are also directed to monitor the processing of complaints by their subordinate Offices/Govt. and Govt. Aided Schools and ensure that the complaints are processed and disposed of in a time bound manner as per rules.

This issues with approval of the Competent Authority.

A. Jain
11-6-19

Addl. DE (School)

All RDEs, DDEs (District), DDEs (Zone), Branch Incharges, Heads of Govt. and Govt. Schools under Directorate of Education through Del-E

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Copy to:-

1. PS to Secretary (Education), GNCT Delhi.
2. PS to Director (Education), GNCT Delhi
3. All RDEs / DDEs (District/Zone) to ensure compliance.
4. System Analyst (MIS) for uploading on website.
5. Guard File.

AJ
11/6/19

DDE (School)