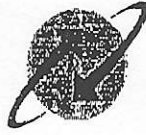


Bharat Sanchar Bhawan,
HC Mathur Lane, Janpath,
New Delhi : 110001,
Off : 011- 23711034
Fax : 011-23328498



भारत संचार निगम लिमिटेड
(भारत सरकार का उपक्रम)
BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)

No. 30-10/2017-SCT-SG/677

Dated : .11.2017

To,

- 1) All the Heads of Telecom Circle /Administrative Units/Training Centres, BSNL
- 2) All PGMs/GM, BSNL Corporate Office, New Delhi

Sub : Online Complaint Management System Titled " Sexual Harassment Electronic – Box (She-Box)" - regarding

Please find enclosed the DOT letter vide 16-04/2017 – O & M dtd 02/11/2017 enclosing therewith DOP & T OM No. 11013/7/2016-Estt.A-III dtd 01/11/2012 on the subject stated above. The Ministry of Women and Child Development has launched an on-line Complaint Management system titled "Sexual Harassment electronic-Box" for registering Complaints related to Sexual Harassment of women at workplace i.e <http://www.she.box.in/> portal.

It is requested to bring the contents of the said OM (She-Box) to the notice of all officers and staff working under your control to strengthen women and help to fight against harassment at workplace.

Encl : (a.a)


(Surendra Singh) 22-11-17
GM & Chief Liaison Officer (SCT)
Phone No. 011-23734131
FAX No. 011- 23766143

Copy to :

- 1) PPS to CMD, BSNL
- 2) PPS to all Directors of BSNL Board
- 3) PS to all Executive Directors, BSNL
- 4) Intranet Portal, BSNL

1733
10/11/17

7040
06/11

No.16-04/2017-O&M
Government of India
Ministry of Communications
Department of Telecommunications
Sanchar Bhawan, 20 Ashoka Road
New Delhi - 110001
02/11/2017

Subj. 2
31/11/17

To,

1. Shri Anupam Srivastava, CMD, BSNL New Delhi	2. Shri P.K.Purwar, CMD, MTNL New Delhi
3. Shri A Seshagiri Rao, CMD, TCIL Greater Kallash-I New Delhi-110048	4. Shri S. Gopu, CMD, ITI Ltd. Doorvaninagar Bangalore-560015
5. Shri Vipin Tyagi, ED, C-DoT Mandigoan Road Mehrauli, New Delhi-110030	6. Shri Sudhir Gupta, Secretary, TRAI JL Nehru Marg New Delhi-110002
7. Administrator, USOF, (for BBNL) Sanchar Bhawan New Delhi	8. Registrar, TDSAT, 3 rd Floor, Hotel Samrat Kautilya Marg, New Delhi

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9/11/17

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Dni (HAG)

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GM (Estt.)

M. Sude
spoken
Partials to

Perks. cell pl.
JN
8/11

Copy/cls (estt)
agent, sample
8.11.2017

Subject : Online complaint management system titled "Sexual Harassment electronic-Box (SHe-Box)" - regarding.

Sir,
Please find enclosed DoP&T OM No.11013/7/2016-Estt.A-III dated 01.11.2017 on the subject stated above. It is requested that all employees of your organization be acquainted with "SHe-Box", an initiative of M/o Women & Child Development (M/o W&CD) to strengthen women help fight against harassment at work place. More information regarding SHe-Box can also be accessed from the official website of M/o W&CD. Also, the SHe-Box portal can be accessed at <http://www.shebox.nic.in/>

Encls. : As above

Yours faithfully,
Jasmine
(Jasmine)

Section Officer (O&M)
Tel. No. 23036634

1. Copy for information: PSO/Sr PPS/PPS to Secy(T), Member(F), Member(S), Member(T), AS(T)

DM (SCT) - II

Pgdf
9/11/17

3528
8/11/17

AS(T)
2. To be uploaded in KMS

F. No. 11013/7/2016-Estt.A-III
 Government of India
 Ministry of Personnel, Public Grievances and Pensions
 Department of Personnel & Training
 Establishment A-III Desk

North Block, New Delhi -- 110001

Dated 1st November, 2017

OFFICE MEMORANDUM

Subject: Online complaint management system titled "Sexual Harassment electronic-Box (SHe-Box)" - regarding.

The undersigned is directed to say that Ministry of Women & Child Development launched an online complaint management system titled Sexual Harassment electronic-Box (SHe-Box) on 24th July, 2017 for registering complaints related to sexual harassment at workplace. The She-Box is an initiative to provide a platform to the women working or visiting any office of Central Government (Central Ministries, Departments, Public Sector Undertakings, Autonomous Bodies and Institutions etc.) to file complaints related to sexual harassment at workplace under the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

2. Once a complaint is submitted to SHe-Box, it will be directly sent to the Internal Complaint Committee (ICC) of the concerned Ministry/ Department/ PSU/ Autonomous Body etc. having jurisdiction to inquire into the complaint. The She-Box also provides an opportunity to both the complainant and nodal administrative authority to monitor the progress of inquiry conducted by the ICCs. The SHe-Box portal can be accessed at the link given below:

<http://www.shebox.nic.in/>

3. Features of the SHe-Box are as under:

- (i) SHe-Box is an online Complaint Management System for lodging complaints related to sexual harassment of women at workplace. The steps required for filing of complaint through SHe-Box can be downloaded from the link: <http://www.shebox.nic.in/assets/site/downloads/manual.pdf>
- (ii) Any woman working or visiting any office of Central Government (Central Ministries, Departments, Public Sector Undertakings, Autonomous Bodies and Institutions etc.) can file complaint related to sexual harassment at workplace through this SHe-Box.
- (iii) Once a complaint is submitted to the SHe-Box, it will directly send the complaint to the Internal Complaints Committee (ICC) of the concerned Ministry/Department/PSU/Autonomous Body etc. having jurisdiction to inquire into the complaint. The Internal Complaints Committee will take action as prescribed under the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and update the status of the complaint through 'Administrator Login'

-----Contd.

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(iv) The status of complaint can be viewed at any time by pressing the tab 'View Status of Your Complaint' within SHE-Box.

4. The complaint registered in the She-Box contains only a brief description of the incident of sexual harassment at workplace. The Internal Complaints Committee (ICC) is required to initiate inquiry as prescribed under Section 11 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 read with Department of Personnel & Training's O.M. No. 11013/2/2014-Estt.(A-III) dated 16th July, 2015 by calling upon the complainant to provide detailed complaint along with all the relevant evidences (documentary or otherwise).

5. All the Ministries/Departments are requested to bring the contents of this OM to the notice of all officers and staff working under them. The Ministries/Departments are also requested to advise the PSEs /Autonomous Bodies under their administrative control to bring the content of SHE-Box to all officers and staff.

6. Hindi version will follow.

(Nitin Gupta)

Under Secretary to the Govt of India

Tel: 23040264

To

The Secretaries of All Ministries/Departments
(as per the standard list)

Copy to:

1. President's Secretariat, New Delhi.
2. Vice-President's Secretariat, New Delhi.
3. The Prime Minister's Office, New Delhi.
4. Cabinet Secretariat, New Delhi.
5. Rajya Sabha Secretariat/Lok Sabha Secretariat, New Delhi.
6. The Comptroller and Auditor General of India, New Delhi.
7. The Secretary, Union Public Service Commission, New Delhi.
8. The Secretary, Staff Selection Commission, New Delhi.
9. All attached offices under the Ministry of Personnel, Public Grievances and Pensions.
10. National Commission for Scheduled Castes, New Delhi.
11. National Commission for Scheduled Tribes, New Delhi.
12. National Commission for OBCs, New Delhi.
13. Secretary, National Council (JCM), 13, Feroze Shah Road, New Delhi.
14. CVOs of all Ministries/Departments.
15. ADG (M&C), Press Information Bureau, DoP&T
16. ✓ NIC, Department of Personnel & Training, North Block, New Delhi [for uploading the same on the website of this Ministry under the Head Notifications →OMs & Orders → Establishment → CCS (Conduct Rules) & What's New]
17. Hindi Section, DoP&T

(Nitin Gupta)

Under Secretary to the Govt of India

Tel: 23040264