



Phone : 011-26131577 - 78, 80  
011-29581000  
Website : www.aicte-india.org



अखिल भारतीय तकनीकी शिक्षा परिषद्

(भारत सरकार का एक सांविधिक निकाय)

(शिक्षा मंत्रालय, भारत सरकार)

नेल्सन मंडेला मार्ग, वसंत कुंज, नई दिल्ली-110070

**ALL INDIA COUNCIL FOR TECHNICAL EDUCATION**

(A Statutory Body of the Govt. of India)

(Ministry of Education, Govt. of India)

Nelson Mandela Marg, Vasant Kunj, New Delhi-110070

F. No.: AICTE/ADV/AB/Misc./2023-24

Dated: - 08-05-2023

To,

1. All AICTE Approved Universities / State Private / Deemed to be Universities
2. All Directors /Principals of AICTE Approved Institutions

**Subject: - Maintenance of safe working environment for female employee at Workplace. - reg.**

Sir/Madam,

As you are aware that duly constituted Internal Committee (IC) is one of the essential requirements and in case of non-availability of IC, the institutes shall be liable for punitive action i.e. "No Admission". AICTE from time to time has been reiterating that all AICTE approved Institutes shall without fail constitute Internal Committee (IC) to address the issues related to the women employees.

Please note that maintenance of safe working environment for female employee at Workplace as per "Sexual Harassment of Women (Prevention, Prohibition and Redressal) at Workplace Act, 2013" is the responsibility of the concerned institution. In terms of the said act, all AICTE approved Universities / institutions are directed to ensure compliance of the following: -

1. To constitute an Internal Committee (IC) and a Special cell in the institution to deal with the issue of gender based violence and to conduct gender sensitization programme.
2. To display banners/ posters at conspicuous places in the building to create awareness amongst employee about what is sexual harassment and how to prevent it.
3. To display name and contact details of the members of the Internal Committee at Notice Board in the Institution.
4. To upload the (i) "Sexual Harassment of Women (Prevention, Prohibition and Redressal) at Workplace Act, 2013" (ii) Constitution of the Committee and details of the Members of the Internal Committee such as name, phone number, address etc. on the institute website.
5. To conduct training programme to sensitize the employees of the Institution.

This is issued with the approval of the Competent Authority.

Regards,

*Rajendra B. Kakde*  
8/5/23

(Prof. Rajendra B. Kakde)

Adviser-I, Head Regulation Bureau



सूचना का  
अधिकार