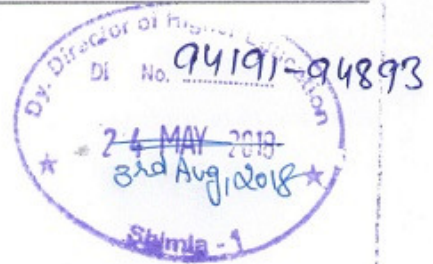


**Office of The Deputy Director Higher Education, District Shimla, Shimla-1**  
Website: ddheshimla.com | Tel (Fax) 01772804710 | ddheshimla@rediffmail.com

No. Shiksha-Sml.1-5 (WSH)/2016-17----

To,

✓  
All the Principals/Headmasters  
GSSS /GHS.....  
District Shimla.H.P



**Sub: Complaints of sexual Harassment /Sexual abuse/Molestation/Rape against teachers/Officials.**

**Memo,**

This is in reference to letter received from Directorate of Higher Education vide letter no. EDN-HE(25)B(15)-General Instruction-dated 22<sup>nd</sup> May,2018 and this office letter no.24<sup>th</sup> may,2018 on the subject cited as above.

In this connection, it has been observed that there has been an increase in the number of cases of sexual harassment and sexual abuse/molestation of students in educational institutions. In some cases, it has been seen that Head of the Institution do not take the required action against offenders. It has also come to the notice of government that some employees who are involved in molestation of girl students are either being shielded or protected by not taking action by head of Institution whereas a criminal case must be registered against such employees and the matter should be immediately brought to the notice of the higher authorities to initiate departmental/disciplinary proceedings against such employees. The illegal decision of Head of Institution in such cases literally allows repetition of such incidents again and again. The safety and security of the children in the schools is the TOP-MOST priority and those who are found guilty of shielding or delaying action against the offenders will not be spared.

Therefore, All the Heads of institutions are directed to ensure that Sexual Harassment Committee in every institution work actively as per the standing orders conveyed by this office from time to time. You are also directed to send a monthly report on details of complaints of sexual harassment/sexual abuse/molestation/rape, received and action taken on such complaints. **The report must reach this office by 3<sup>rd</sup> of every month.** You are further directed to ensure that such complaints are brought to notice of the department immediately and also inform police to get the case registered under POCSO Act.

It has also been observed that in such cases many times students are pressurised and they change their statements before the Inquiry Officer and take their complaints back under pressure.

You are therefore directed to ensure that counselling from an expert must be provided to such students and their statements should be recorded by Inquiry officer again after counselling in such cases.

These instructions may be adhered to in letter & Spirit and non compliance will be viewed seriously.

*Sherng 5/8/18*  
Deputy Director of Higher Education,  
District Shimla, US Club Shimla-1

***Endorsement No. Even, Dated: Shimla-1, the \_\_\_\_\_***  
***Copy to the following for information:-***

- 1 The Worthy Director of Higher Education, HP. Shimla -1.

Deputy Director of Higher Education,  
District Shimla, US Club, Shi