



**Dr. Yashwant Singh Parmar University of Horticulture and Forestry, Nauni
(Solan) -173230, Himachal Pradesh**
"Office of the Registrar, General Administrative Branch
☎ 01792-252219, E-mail: registrar@yspuniversity.ac.in

No. UHF/Regr/GA/5-237/2024/- 25513-25

Dated: 07.10.2024

Office Order

In pursuance of letter No. 14-27/2017-She Box-13940-14090 dated 20.09.2024 from the State Nodal Officer, Prevention of Sexual Harassment (POSH) Act, 2013, Directorate of Women and Child Development, Himachal Pradesh, the Hon'ble Vice Chancellor, Dr. Yashwant Singh Parmar University of Horticulture & Forestry, Nauni (Solan) is pleased to appoint **Ms. Rekha, Programmer, as Nodal Officer** to oversee and monitor University activities on the **She-Box portal** [this portal serve as central repository of data and complaints under "the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (SH Act)]. She will also ensure registration of this University on the She-Box portal.


(Narender Kumar) HPAS
Registrar

Enst. No. /Even/- 25513-25

Dated: 07.10.2024

Copy of the above along with its enclosures is forwarded to following for information and necessary action:

1. All the Statutory Officer, UHF, Nauni (Solan).
2. The Dean, College of Horticulture and Forestry, Neri (Hamirpur)/Thunag (Mandi).
3. The Professor Incharge, CIC, UHF, Nauni (Solan).
4. All Presiding Officers, Internal Complaint Committees of respective colleges.
5. Ms. Rekha, Programmer, CIC, UHF, Nauni (Solan) along with a copy of letter No. 14-27/2017-She Box-13940-14090 dated 20.09.2024 and annexure-B of the letter.
6. The Secretary to Vice Chancellor, UHF, Nauni (Solan).


Registrar

No. 14-27/2017-She Box - 13940-14090
Directorate of Women and Child Development,
Himachal Pradesh, Shimla-1.

From

The State Nodal Officer, POSH Act, 2013
Himachal Pradesh

To

1. All Head of the Departments
2. All MDs of Boards and Corporations
3. All Secretary of the Commissions
4. All Registrar of Universities
5. The Member Secretary, HP State Legal Services Authority, Shimla-9.

Dated: 20/9/2024 Shimla-5.

**Subject: Regarding Sexual Harassment of Women at Workplace
(Prevention, Prohibition and Redressal) Act, 2013 thereof.**

Madam/ Sir,

On the foregoing subject it is informed that the Govt. of India, Ministry of Women & Child Development has formulated a new version of SHe - Box which will serve as a central repository of data and complaints under "The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (SH Act)" across the country. The SHe-Box portal is live now (copy of letter of MoWCD is enclosed at Annexure-A).

The SHe- Box portal has been designed for effective implementation of the provisions of the SH Act, 2013. The Hon'ble Supreme Court has also passed directions for strict compliance of the provisions of the Act in the matter of Aureliano Fernandes Vs State of Goa & Ors. The structure of the portal has been so designed that in the absence of uploading of information of Internal Committee (IC) by the office/ authority concerned, the complainant won't be able to lodge her complaint through the portal.

It is requested that a nodal officer may be appointed to oversee and monitor your organization's activities on the She-Box portal. Additionally, the necessary information must be submitted via the following Google form ([https:// forms. gle/x GY k Yk coqWuQzJAJ9](https://forms.gle/xGYkYkcoqWuQzJAJ9)) to facilitate your organization's registration on the She-Box portal by this office. Upon completion of the registration process, your organization is required to follow the steps outlined in the Annexure-B.

Yours faithfully,

(Mohan Datt)
(Mohan Datt)

Additional Director,
Women and Child Development,
Himachal Pradesh

D.R./A.R./S.O.

Registrar

P.S./P.A.

Registrar

27/9/24

Dr YSP UH&F-Nauni, Solan
O/o the Vice-Chancellor

30 SEP 2024

Diary No. 1068

Annexure-B

To access the She-Box portal, follow these steps:

1. Appointment of nodal person who will monitor the She-Box portal of the organization.
2. Open your web browser- <https://www.shebox.wcd.gov.in/>.
3. You will be directed to the homepage of the She-Box Portal.
4. Go to Login
5. User name – mail id **(as given in Google form)**.
6. Default-Password-Admin123#.
7. You may Change Password after login 1st time.
8. Dashboard of the organization will open.
9. Now the concerned organizations have to fill all the details in the portal of their organization. (In case of query, the contact number is 70188-03285).