



A Navratna Company
ISO 9001:2008

भारतीय नौवहन निगम लिमिटेड

(भारत सरकार का उद्यम)

पंजीकृत कार्यालय: शिपिंग हाउस, 245 मादाम कामा रोड, मुंबई - 400 021.

फोन: 91-22-2202 6666, 2277 2000 फैक्स: 91-22-2202 6905 वेबसाइट: www.shipindia.com

The Shipping Corporation Of India Ltd.

(A GOVERNMENT OF INDIA ENTERPRISE)

Regd. Office: Shipping House, 245, Madame Cama Road, Mumbai-400 021. Ph: 91-22 2202 6666, 2277 2000

Fax: 91-22 22026905 • Website: www.shipindia.com



सीआईएन/CIN-L63030MH1950GOI008033

Ref. A 10-SEC-BD-5005/RTI-1480

7th January, 2019

**Mr. Digvijay Pathak,
19, Gurudwara Market,
Madangiri, New Delhi 110062,**

Dear Sir,

Sub : Application under the RTI Act 2005.

We are in receipt of your RTI application dated 10.12.2018 received by the undersigned on 14.12.2018 seeking information under the Right to Information Act, 2005.

Our replies are as under;

1. Is your Corporation aware of the Sexual Harassment of Women at Work Place (Prevention, Prohibition and Redressal) Act?

Reply: Yes, The Shipping Corporation of India Ltd. is aware of the 'The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013'.

2. Has your Corporation formed an Internal Grievances Committee and the Local Grievances Committee in compliance with this law? If yes, then what is the composition of the Internal Grievances Committee and the Local Grievances Committee?

Reply: Yes, an Internal Complaints Committee (ICC) to handle cases of Sexual Harassment at work places is constituted as per the 'The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013'.

The composition of the committee is as under:

One female employee of the organization at a senior level designated as the Chairperson of the committee, two employees of the organization as members of the committee and one member from the NGO "Pratham".

Informatively, as per the act, "Local Committee" is constituted by District Officer to receive complaints of sexual harassment from establishments where the Internal Committee has not been constituted due to having less than ten workers or if the complaint is against the employer himself.

3. Please give the details of the designations of members, etc of the team of the Internal Grievances Committee and the Local Grievances Committee.



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Reply:The composition of the internal complaints committee to handle cases of Sexual Harassment at work place, is as mentioned below:

Sr. No.	Name	Designation
1	SumathiSunderajanan, General Manager (Finance & Accounts)	Chairperson
2	Sashikala Charles, Deputy General Manager (Personnel)	Member
3	Amit Singh, Assistant Manager (Personnel & Administration-DivisionalLegal Officer)	Member
4	Farida Lambay	NGO member of 'Pratham'

4. Whether a local NGO or a person outside the Corporation has been included in the Internal Grievances Committee and the Local Grievances Committee? If yes, then mention the name of that institution or the person? Please explain.

Reply:Yes, Ms. Farida Lambay, NGO member of 'Pratham' is a member of the ICC.

5. What are the dates of the meetings of the Internal Grievances Committee and the Local Grievances Committee during the period from 01.04.2015 to 30.08.2018? What are the agenda items and minutes of these meetings?

Reply:Internal Complaints Committee held meeting on 18.04.2018 and 01.06.2018. The agenda and minutes of meeting cannot be provided as per section 16 of the ' THE SEXUAL HARASSMENT OF WOMEN AT WORKPLACE (PREVENTION, PROHIBITION AND REDRESSAL) ACT, 2013'.

6. Whether some of women employees of your Corporation have participated in workshops, conferences on the topics like Women Empowerment, Safety, Security. Please give details. Which institutions have organized such workshops and conferences?

Reply:Yes, women employees of our Corporation have participated in workshops, conferences on the topics which were women centric. Also, session with women centric topics are arranged in the Corporation from time to time.

- DPE-endorsed international capacity –building programme for women executives of CPSE's, conducted by ASCI.
- Developing Women Leadership, conducted by UN Global Compact, India
- Health and Nutrition, conducted by Dr. Nupur Krishnan
- Empowering Women in Public Sector Enterprise by SCOPE
- Finding & Branding your Authentic Self, conducted by WIPS
- Workshop on Women's Safety and selfdefense, conducted by BCCI
- Seminar on prevention of sexual harassment at the workplace, conducted by NHRD
- 15th National Workshop on the Board Interview Succession Planning for Board level positions for Senior Women Executives conducted by SCOPE.



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एक कदम स्वच्छता की ओर

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- Seminar on prevention of sexual harassment at the workplace, conducted by NHRD
- 15th National Workshop on the Board Interview Succession Planning for Board level positions for Senior Women Executives conducted by SCOPE.

Besides, within the organizations session are arranged from time to time. The details are as follows:

- The Women in Public Sector (WIPS) cell of The Shipping Corporation of India Ltd. (SCI) had arranged a Session by Advocate Bina Menon, a senior Legal Professional on Sexual Harassment at Workplace, Women's rights & other related matters.
- A session with Ms. Rupinder Brar, Income Tax Commissioner and other dignitaries on women empowerment and women leadership was organized.
- A session was held by an employee who attended a session on 'Developing Women Leadership', conducted by UN Global Compact, India, for the other women employees of the Corporation on the topic 'Developing Women Leadership'.
- Chief Fire & Security Officer of SCI conducted a session on Security and Safety awareness.

7. Whether any complaint has been received in your Corporation in the last five years with regard to sexual harassment, rape at the work place?

Reply: One complaint with regards to sexual harassment has been received during the last five years.

8. How many women employees are working as Additional Director, Executive Director and in the Board of Directors?

Reply: Three (3) women are in the Board of Directors viz; 2 are Functional Directors and 1 is an Independent Director.

9. What is the number of employees and contract workers in your Corporation, and what is the ratio of women and men employees therein?

Reply: The data sought is mentioned below in a tabular format:

Data as on 31.12.2018

	Male	Female	Ratio
Regular employees	545	145	109:29
Contract workers	274	23	274:23

10. The officers and employees who were registered for sexual harassment at the workplace, are they employed in the same place?

Reply: They are employed in the same location, however, not in the same department.



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The Shipping Corporation Of India Ltd.

(कार्मिक एवं प्रशासन प्रभाग / Personnel & Administration Division)

P&A/HR/H/S

**Information issued,
under RTI Act 2005**

31.05.2018

विषय/Sub: कार्यस्थल पर यौन उत्पीड़न के मामलों को निपटाने के लिए शिकायत समिति
Complaints Committee to handle cases of Sexual Harassment at work place

मुंबई में यौन उत्पीड़न के मामलों को संभालने वाली समिति को फिर से गठित किया गया है जो निम्नानुसार है :-

The Committee to handle the cases of Sexual Harassment at Mumbai has been re-constituted as under :-

क्र.सं. Sr.No.	सदस्य / Members	पद / Position
1	सुश्री सुमति सुंदराजन, म.प्र., वित्त व लेखा Ms. Sumathi Sunderajan, GM, F&A	अध्यक्ष Chairperson
2	सुश्री सशीकला चार्ल्स, उ.म.प्र. (का.) Ms. Sashikala Charles, DGM (P)	सदस्य Member
3	श्री अमित सिंह, स.प्र. (का. व प्रशा. - विधिक) Mr. Amit Singh, AM (P&A-Legal)	सदस्य Member
4	सुश्री फरीदा लाम्बे Ms. Farida Lambay	"प्रथम" की एनजीओ सदस्य NGO Member of "Pratham"

उपर्युक्त परिपत्र सक्षम प्राधिकारी के अनुमोदन से जारी किया जा रहा है.

This circular is issued with the approval of the Competent Authority.

under RTI Act 2005

02-05-2018

कार्यकारी निदेशक (का. व प्रशा.) / ED (P&A)

परिप्रेषित/Circulated to:-

सभी निदेशकगण / मुख्य सतर्कता अधिकारी / All Directors / CVO
मुंबई के सभी तटीय कर्मचारी / All shore employees in Mumbai
अ.व प्र. नि. के कार्यकारी सहायक / EA to C&MD