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नव मंगलूर पत्तन प्राधिकरण
प्रशासन विभाग
प्रशिक्षण कक्ष
NEW MANGALORE PORT AUTHORITY
Administration Department
Training Cell

No. 9/1/TRG/2022-23

Date: 09.01.2023

CIRCULAR

विषय/Sub: In-house Awareness Training Programme on "Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act 2013" Reg.

1. It is proposed to conduct a two day in-house training program on "Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act 2013" for awareness of all the employees of the Port on 10th & 11th January 2023 in AO Building Auditorium.
2. To avoid hindrance to work and ensure maximum participation, it is decided to conduct the training programme in 04 batches as mentioned below:

Date	morning batch	Department	afternoon batch	Department
10.01.2023	11:00 AM to 12:30 PM	GAD & Finance	02:15 PM to 03:45 PM	Traffic & Civil
11.01.2023	11:00 AM to 12:30 PM	Mechanical & Medical	02:15 PM to 03:45 PM	Marine

3. As it is a mandatory training programme, all HOD's are kindly requested to direct all their Officers, employees, contract staff & trainees to attend the training programme. Therefore, wide publicity may be given among the Port employees for active participation in the awareness programme.
4. If an employee or staff fails to attend the training programme as per the schedule mentioned above, he or she can attend the programme allotted to other Department as well.

[Signature]
09/01/2023
Secretary (i/c)

To,

All HOD's for circulation among the Officers, employees working under them,

Copy to:

1. PS to Chairman / Dy. Chairman, PA to Secretary, PA to CVO.
2. Sr. Dy. Secretary /Dy. Secretary (PRO & PLA) / Sr. Asst. Secretary (ERS/PAC)/L.O. i/c / Hindi Officer.
3. Copy to Sr. Dy. Director – EDP / Dy. Secretary (PR) / Exe. Eng. (Ele.) for necessary arrangements in Auditorium.
4. Copy to Presiding officers, ICC Committee NMPA for information only.