

কর্মচারী রাজ্যে বীমা নিগম শ্রম এবং রোজগার মহালয়, ভারত সরকার কর্মঘারী রাত্য বীমা নিগম

(जम एवं रोजनार मंत्रालव, भारत सरकार) EMPLOYEES STATE संडिशिक्ट (One Grand Header of Ministry of Labour & Employment, Govt. of India)

उभ क्किडीय कार्यानय, उग्रताकभूत छि.वी. तक, श्रष्टेक, प्रमुक्तः, भन्ने लक, कनकाठा २०००१७ उप क्षेत्रीय कार्यालय, वैरकपुर बी बी ब्लॉक, प्लॉट-६, सेक्टर-॥, सॉल्ट लेक, कोलकाता-700097

SUB-REGIONAL OFFICE, BARRACKPONS GB. BLOCK, PLOTIG SECTOMIS, SELT-AIR, AUGUSTA, 700097 Philips 833-2335 1952-55, FAX-2335-1956, (50 9001 2015 Certified)

व्या संस्थलव अ

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Date: 03-07-2024

## **CIRCULAR**

<u>Subject: Submission of Compliance Report of DoPT & CBC recommended courses-reg.</u>

In pursuance of MOLE OM No. A-21021/01/2022-Admn.I dated June 20, 2024, forwarded by the Director, NTA, Dwarka, ESIC, on 02/07/24, employees of all cadres under SRO-Barrackpore are being directed to complete the following 07 courses, which are available on the iGOT platform and are recommended to be completed on or before **July 5, 2024**.

- i). Prevention of Sexual Harassment of Women at Workplace (POSH)
- ii). Code of Conduct for Government Employees
- iii). Introduction to Emerging Technologies
- iv). Yoga Break at Workplace
- v). Orientation Module on Mission LiFE
- vi). Stay Safe in Cyber Space
- vii). Child Rights with Special focus on Juvenile Justice System.

Further, Compliance report must be submitted on or before <a href="Months: 1880-8-2024">Months: 1880-8-2024</a> by all the employees themselves as per the Google link attached herewith. All the controlling officers are requested to send the list of their staffs to this end who have availed the online ibid training sessions, at the earliest.

This issues with the approval of the competent authority.

(for) B.O (Admin Br.) SRO-Barrackpore, ESIC

Enclosure: As above.

To,

- 1) All Controlling Officers (BO/OS/SSO/BMs) under SRO-BKP, ESIC, to circulate to their subordinate staffs, for compliance and for sending reports by 09/07/24.
- 2) The BO(OL Br), for Hindi version pl.
- 3) The BO(IT), for uploading in SRO BKP website.