HR induction and staff training, 2024–25

UPES Human Resources · Bidholi and Kandoli campuses

PREPARED BY	PERIOD	NEW EMPLOYEES INDUCTED	COVERS
UPES Human Resources, for IQAC	Calendar years 2024 and 2025	More than 500	Induction, PoSH training and development programmes

HR induction programme

Every new employee at UPES attends an HR induction that introduces the university's policies, processes and employee value propositions, so that onboarding is smooth and people understand their roles, responsibilities and the support available to them. More than 500 employees were inducted during 2024 and 2025.

The induction gives an overview of the key HR policies, including attendance and leave, the code of conduct, the performance management framework and employee lifecycle processes, with an emphasis on ethical standards, workplace discipline and culture.

It also introduces the benefits UPES offers its employees: health insurance, wellness initiatives, leave entitlements, learning and development opportunities, employee assistance programmes and other welfare benefits. New employees are shown how to use these benefits and whom to contact for support, and are introduced to HR touchpoints, communication channels and grievance redressal mechanisms. Each induction ends with a question-and-answer session.



An HR induction session for new employees.



New joinees at an induction session.

Prevention of Sexual Harassment (PoSH) training

UPES holds PoSH training every year for all employees and for the members of its Internal Complaints Committee, both face to face and online. The training explains workplace conduct and the provisions of the PoSH Act, the roles of employees and committee members, and how to report and resolve complaints.



A PoSH awareness session in the auditorium.



A training session for employees.

Development programmes

UPES runs structured development programmes for faculty and staff, including UDAAN, LEAP, SPARX, SOAR, Disha and the Super Shakti programme for the empowerment and development of women employees. They build technical and behavioural skills, leadership, self-awareness, accountability and inclusive growth.

Training calendar, 2024–25

Year	Programme	Faculty	Staff
2024	Disha UPES M1	24	5
2024	Disha UPES M2	24	5
2024	Disha UPES M3	24	5
2024	Udaan M1	1	1
2024	Udaan M2	1	1
2024	Udaan M3	1	1
2024	Super Shakti M1	3	4
2025	Super Shakti M2	3	4
2025	Soar M1	0	7
2025	Soar M2	0	7
2025	Soar M3	0	7
2025	Super Shakti M3	3	4
2025	Super Shakti M4	3	4
2025	Shakti Refresher	6	4
2025	Spark M1	4	3



Participants of a development programme.



Faculty and staff after a training programme.

Source: UPES Human Resources, HR Induction and Training report for IQAC, 2025–26.

8. Mental health support for staff

SDG 3 full report

UPES, Dehradun, Uttarakhand. UPES activity toward UN Sustainable Development Goal 3: Good Health and Well-being.