HR induction, PoSH training and leadership development

Human Resources · 2024–25

INDUCTION	POSH TRAINING	LEADERSHIP	FORMAT
500+ new employees, 2024 and 2025	Every year, for all employees and ICC members	Disha, UDAAN, SOAR, SPARX and Super Shakti	Face-to-face and online sessions

HR induction

Every new employee at UPES takes part in an HR induction programme that explains the university's policies, processes and benefits, so that they start work knowing their role, their rights and where to get help.

- An overview of key HR policies, including attendance and leave, the code of conduct, performance management and the employee lifecycle, with emphasis on ethical standards and workplace culture.
- An introduction to employee benefits: health insurance, wellness initiatives, leave entitlements, learning and development opportunities, employee assistance programmes and other welfare benefits, with guidance on how to use them.
- An introduction to HR touchpoints, communication channels and grievance redressal mechanisms, so that every employee knows how to raise a concern.
- A question-and-answer session to close.

More than 500 employees were inducted in the calendar years 2024 and 2025.

IMPACT

Every new employee learns their rights and where to get help, every employee is trained each year to prevent sexual harassment, and women employees are developed for leadership.

500+	**Every year**	**6**

employees inducted, 2024 and 2025	PoSH training for all employees and ICC members	structured development programmes, including Super Shakti for women

- New employees know how to use benefits, insurance and grievance channels from their first weeks.
- Annual training keeps everyone aware of the law, workplace conduct and how to report concerns.
- Women employees gain the confidence and skills to move into leadership roles.

Prevention of sexual harassment training

UPES runs Prevention of Sexual Harassment (PoSH) training every year for all employees and for members of the Internal Complaints Committee, through face-to-face and online sessions.

- Awareness of acceptable workplace conduct.
- The provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.
- The roles and responsibilities of employees and Internal Complaints Committee members.
- How to report a concern, and how complaints are redressed.

Leadership and professional development

A series of structured programmes builds the technical and behavioural skills of faculty and staff, strengthens leadership and supports inclusive growth. They include UDAAN, LEAP, SPARX, SOAR and Disha, and Super Shakti, a programme for women employees that builds confidence, competence and readiness for business management and leadership roles.

Year	Programme	Faculty	Staff
2024	Disha UPES (module 1)	24	5
2024	UDAAN (module 1)	1	1
2024	Super Shakti (module 1)	3	4
2025	SOAR (module 1)	0	7

2025	Super Shakti (module 3)	3	4
2025	Shakti refresher	6	4
2025	SPARX (module 1)	4	3

Participant numbers are as recorded in the 2024–25 training calendar.

Photographs



An HR induction session for new employees.



An all-employee training session.



Women employees at a development programme.



Participants at the Management Development Centre.

Women at work | Policies for progress and safety | SDG 5 report



UPES, Dehradun, Uttarakhand. UPES activity toward UN Sustainable Development Goal 5: Gender Equality.