



SHE-BOX



**National Informatics Centre Ministry
of Electronics & Information
Technology Government of India**

She-Box Registration of State Nodal
Officer (SNO): User Manual

User Manual



सत्यमेव जयते

महिला एवं
बाल विकास मंत्रालय
MINISTRY OF
**WOMEN AND
CHILD DEVELOPMENT**



1. She-Box portal

❖ Accessing the SHe-Box Portal

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SHe-Box Online Complaint Management System

IF YOU ARE FACING SEXUAL HARASSMENT AT WORKPLACE

Sexual Harassment electronic Box (SHe-Box) is an effort of Govt to provide a single window access to every woman, irrespective of her work status, whether working in organised or unorganised, private or public sector, to facilitate the registration of complaint related to sexual harassment. Any woman facing sexual harassment at workplace can register their complaint through this portal. Once a complaint is submitted to the 'SHe-Box', it will be directly sent to the concerned authority having jurisdiction to take action into the matter.

Register your Complaint

Workplace / Nodal Officer Registration

Statistics

75	136	75	2	0	3
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i. **Enter the URL: <https://shebox.wcd.gov.in/>**

In the address bar at the top of your browser, type in the following URL:

[<https://shebox.wcd.gov.in/>]

2. Click on Workplace/Nodal Officer Registration

To proceed with registration, follow these steps:

- **Click on "Workplace/Nodal Officer Registration"**

Locate the "Workplace/Nodal Officer Registration" option on the main page and click on it to begin the registration process.



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REGISTER YOUR COMPLAINT

Workplace / Nodal Officer Registration

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75	136	75	2	0	3
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3. Select State/UT Nodal Officer (SNO)

To register the State Nodal Officer (SNO), follow these instructions:

1. **Click on "State/UT Nodal Officer (SNO)":**

Find the "State/UT Nodal Officer (SNO)" option on the main page or menu, and click on it to start the registration process for the State Nodal Officer.

Workplace / Nodal Officer Registration

C Nodal Officer of Central Government	S State / UT Nodal Officer (SNO)	D District Nodal Officer (DNO)
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Close



4. Join as State Nodal Officer (SNO)

Complete the Registration Form

Fill in all the required details in the form provided below. Ensure that all information is accurate and complete to successfully join as a State Nodal Officer.

Join as SNO

Basic Details

* Name * Designation * E-mail * Mobile

Office Details

* State * Pincode

* Address

Verification Details

Aadhaar Number Official ID Card No [Choose File] No file chosen

Upload Official ID Card (pdf only Max Size is 2MB)
Uploaded Image Preview

I have read and agree to the terms and conditions.

i o j n * Enter Captcha Register Reset

- **After clicking "Register":**
All the provided details will be submitted and reflected on the Admin Panel.
- **Admin Action:**
The Admin will review the submitted information and take the necessary action.
- **Account Approval:**
Once your registration is approved, your username and password will be sent to your registered email address.