

# Training Completion Report

Enhancing Occupational Health and Safety (OHS) for Women Lawyers and Professionals in Pakistan

Organized by: Pakistan Women Lawyers Council (PWLC)

Date of Training: June 2025

Venue: Peace and Justice Network , CSO HQ , Islamabad, Pakistan

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# 1. Introduction

The Pakistan Women Lawyers Council (PWLC), with support from National Legal Incubation Center and local bar councils, successfully conducted a two-day training workshop on **Occupational Health and Safety (OHS) for Women Lawyers and Legal Professionals** on June 20–21, 2025.

This initiative aimed to strengthen the knowledge and capacity of women in the legal sector to **identify, address, and advocate for OHS standards**, and to empower them through a **train-the-trainer model** for wider dissemination within their networks and communities.

The training got an overwhelming response from the Legal Fraternity and Bar Associations; they appreciated the efforts and the unique area which needs more attention and work needs to be done.

Pakistan women Lawyers Council through its network of women Lawyers from across Pakistan were successful in training the Master trainers on OHS and the response from Women Lawyers and Lawyers in general was so positive that male colleagues of Lawyers community also wanted to participate and hence the invitation was open for all Male and Female Lawyers and the participants encouraged that they are voluntarily willing to ensure the safety measures and safety audits in their respective Bars. Which is of such significance that the chain and link will continue to prosper and spread and the sustainability of the training and in future connection with the Judiciary and organizing OHS training for the Judges was also the subject talk and in the future line of action.

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## 2. Objectives of the Training

The training was designed with the following goals:

- **To increase awareness of occupational health and safety (OHS) issues specific to women in the legal profession.**

The training aimed to sensitize women lawyers to the unique occupational risks they face in their professional environment, including physical, psychological, and emotional hazards. Special emphasis was placed on gender-responsive OHS practices, highlighting challenges such as workplace harassment, long working hours, mental health stressors, and lack of safe infrastructure in courts and law offices.

- **To build participants' capacity in identifying, addressing, and advocating for OHS standards and compliance.**

Participants were equipped with knowledge of national and international OHS frameworks, policies, and standards. They learned how to recognize unsafe working conditions, document violations, and advocate for systemic reforms within their institutions, bar associations, and legal aid centers. Case studies and practical exercises enabled participants to understand how to apply OHS principles in real-world legal settings.

- **To empower participants to become trainers who can disseminate OHS knowledge to peers and communities.**

The program incorporated a “train-the-trainer” approach, enabling women lawyers to act as multipliers of knowledge within their professional networks and grassroots

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communities. By fostering leadership and communication skills, participants were encouraged to replicate OHS sessions in their local contexts, build awareness campaigns, and provide mentorship to junior lawyers and interns on workplace safety.

- **To promote a culture of preventive measures and self-care among women lawyers.**

Beyond compliance, the training sought to instill proactive attitudes toward occupational health, encouraging participants to adopt stress management practices, ergonomic work habits, and strategies for balancing professional and personal responsibilities.

- **To strengthen solidarity and networking among women lawyers for collective advocacy.**

By creating a platform for women lawyers to exchange experiences, the training fostered collective strategies to address shared challenges. Participants were encouraged to form networks and alliances that can lobby for safer and more inclusive legal workplaces at local and national levels.

### 3. Participants

- **Total Participants:** 48 women lawyers and legal professionals
- **Representation:** Law firms, NGOs, bar councils, and legal aid centers from across Pakistan
- **Recruitment:** Participants were enrolled after scrutiny and with the help of Pakistan Women Lawyers Council and NLIC network of Lawyers.

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## 4. Training Content and Methods

The two-day workshop included a combination of lectures, interactive discussions, group activities, role-plays, and case study analyses.

### Topics Covered

1. Introduction to OHS in Legal Practice
2. Understanding Workplace Hazards for Women in Law
3. Legal Frameworks for Occupational Safety and Health
4. Preventive Strategies for Common OHS Issues
5. Developing an OHS Policy for Law Firms and Legal Aid Centers
6. Train-the-Trainer: Teaching OHS to Legal Teams

### Methods Used

- Presentations by OHS experts and legal professionals
- Group discussions and role-plays on workplace hazards
- Action plan development by participants
- Case study analysis of OHS challenges in Pakistan

## 5. Outcomes and Achievements

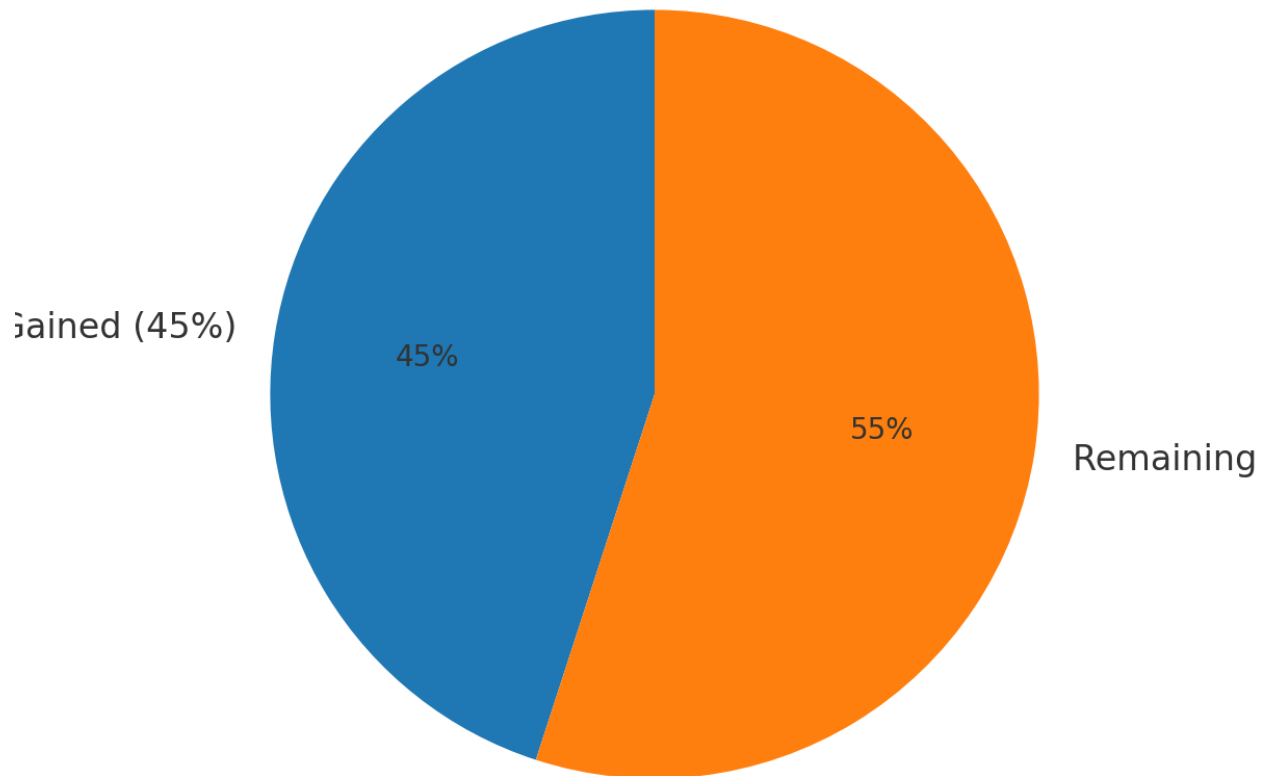
The training produced tangible results that contributed to enhancing the professional capacity of women lawyers in occupational health and safety (OHS). The following key achievements were recorded:

### 1. Knowledge Gain

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- Pre- and post-training assessments indicated an average **45% increase** in participants' understanding of OHS concepts, legal frameworks, and preventive strategies.
  - Participants reported improved awareness of workplace hazards such as ergonomic challenges, stress, gender-based risks, and health implications of unsafe working environments.
  - Several attendees highlighted that the training was their *first formal exposure* to OHS in the legal sector, marking it as a breakthrough in their professional development.

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## Knowledge Gain: Pre- vs Post-Training

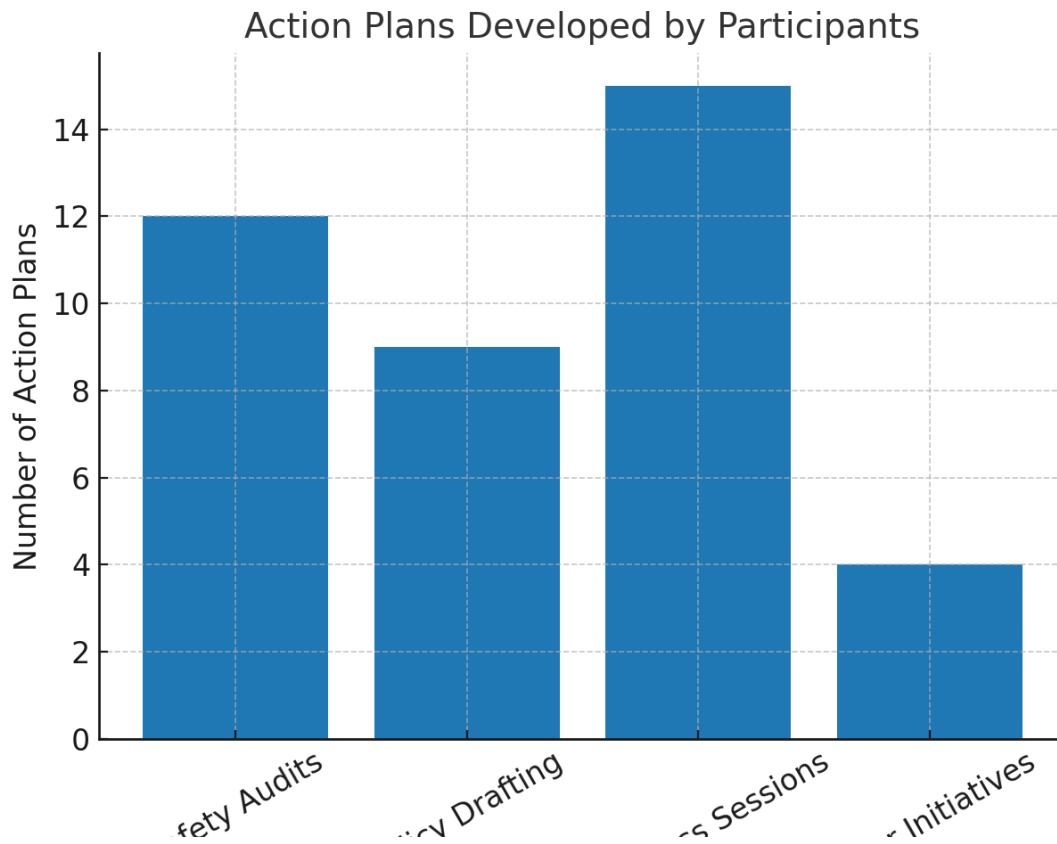


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## 2. Action Plans

- Each participant prepared a personalized **OHS Action Plan** tailored to her respective organization or legal practice.
- These plans included practical steps such as:

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- Conducting **workplace safety audits** in law offices and bar associations.
  - Drafting **OHS policies** that address gender-sensitive safety needs.
  - Organizing **awareness sessions** and peer-learning events within their professional circles.
  - Proposing **well-being initiatives** such as stress management programs, ergonomic seating, and digital security training.
- A few participants committed to engaging directly with policymakers to advocate for improved OHS standards in Pakistan’s legal sector.



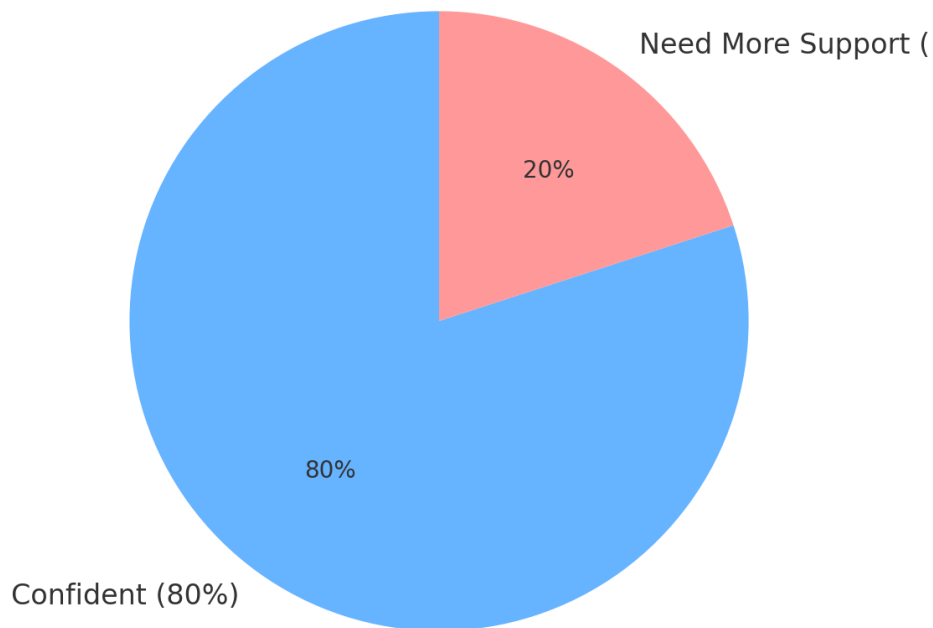
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### 3. Train-the-Trainer Preparedness

- By the end of the program, **80% of participants** expressed confidence in facilitating their own OHS workshops for colleagues, law students, and grassroots communities.
- They were equipped with **training modules, case studies, and facilitation guides**, enabling them to adopt a *multiplier effect*—transferring knowledge to wider audiences.
- This capacity-building approach ensures that the impact of the training will continue to expand beyond the immediate participants.

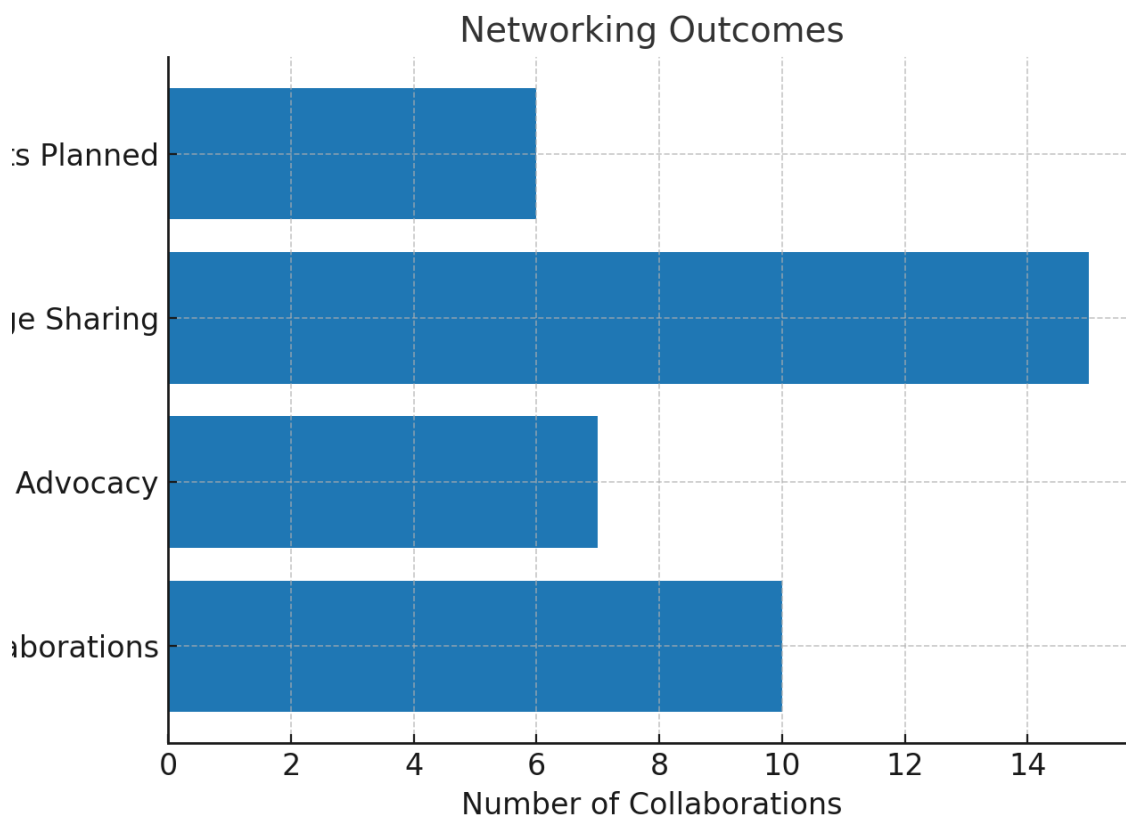
Train-the-Trainer Preparedness



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#### 4. Networking and Collaboration

- The training created a **network of women lawyers** committed to OHS and workplace well-being.
- Participants reported feeling more connected and empowered to collectively advocate for policy reforms and systemic improvements in the legal profession.
- Informal support groups and WhatsApp networks were created to continue dialogue, share resources, and collaborate on OHS-related initiatives.
- This collaborative spirit has the potential to transform individual learning into **collective advocacy for gender-just workplace policies** in Pakistan.



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## 5. Outcomes and Achievements

The training workshop on *Occupational Health and Safety (OHS) for Women Lawyers* successfully delivered a range of impactful outcomes. The results not only reflect individual learning but also demonstrate collective progress towards strengthening occupational health and safety standards in the legal profession.

### 1. Knowledge Gain

One of the most significant achievements was the marked increase in participants' understanding of OHS issues. Pre- and post-training surveys revealed an average **45% increase** in participants' knowledge levels. Many participants acknowledged that prior to the workshop, they had limited awareness of occupational hazards specific to women in the legal field, such as long working hours, unsafe office conditions, harassment risks, and the lack of gender-sensitive safety policies. Post-training, participants demonstrated improved capacity to:

- Identify and evaluate workplace hazards in legal practice.
- Link national and international OHS laws with practical workplace applications.
- Advocate for safer and more inclusive professional environments.

### 2. Action Plans

A key outcome was the development of **individual OHS Action Plans** by each participant. These action plans serve as roadmaps for introducing change within their own law firms, bar councils, NGOs, and legal aid centers. Some examples included:

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- Conducting **workplace safety audits** to identify risks and recommend corrective actions.
  - Drafting or updating **OHS policies** that address women-specific challenges.
  - Organizing **internal awareness sessions** for peers and staff members.
  - Introducing **stress management and mental health support mechanisms** to reduce burnout.
  - Promoting a **culture of reporting** workplace harassment and unsafe practices.

These action plans highlighted participants' commitment to applying their learning in practical ways, ensuring that the impact of the training extends beyond the workshop.

### **3. Train-the-Trainer Preparedness**

The workshop followed a **“train-the-trainer” approach**, equipping participants not only with knowledge but also with facilitation skills. At the conclusion of the program, **80% of participants reported feeling confident** in their ability to conduct OHS workshops for colleagues, junior lawyers, and community groups. This multiplier effect ensures that the reach of the training expands exponentially, as participants go on to mentor others within their professional circles.

### **4. Networking and Collaboration**

The training also served as a valuable platform for building solidarity among women lawyers across diverse backgrounds. Through group exercises, discussions, and collaborative projects, participants were able to:

- Share experiences of workplace challenges and coping strategies.

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- Build alliances for **advocating OHS reforms** at bar associations and law firms.
  - Establish connections for future collaborations on women’s rights and workplace safety initiatives.

The strengthened network of women lawyers is expected to play a key role in advancing broader advocacy efforts, such as pushing for **policy reforms** at institutional and legislative levels.

## 5. Overall Empowerment

Beyond technical knowledge, participants reported feeling more empowered and confident to raise their voices for their rights and the rights of their peers. The training emphasized that OHS is not merely a workplace issue but a **human rights issue**, and that women lawyers must be equipped to challenge unsafe conditions and demand systemic reforms

## 6. Participant Feedback

Feedback was gathered through evaluation forms, individual reflections, and open group discussions, allowing participants to express their views candidly. The responses highlighted both the strengths of the training and valuable recommendations for the future.

### Relevance to Work Environment

- An overwhelming **95% of participants** stated that the training was highly relevant to their professional environment.
- They emphasized that occupational health and safety (OHS) issues are often overlooked in the legal profession, particularly for women lawyers who face unique

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challenges such as long working hours, high-stress environments, unsafe commutes, and lack of workplace wellness policies.

- Participants reported that the training helped them connect theory with practical workplace realities, making it easier to recognize and address risks in their own organizations.

### **Content Quality**

- **90% of participants** rated the training content as **comprehensive, practical, and easy to apply**.
- The modules on *workplace ergonomics, stress management, gender-specific safety concerns, and developing OHS policies* were highlighted as particularly useful.
- Many appreciated the blend of case studies, real-life examples, and policy discussions, which provided a deeper understanding of both local and international OHS frameworks.

### **Delivery and Learning Methods**

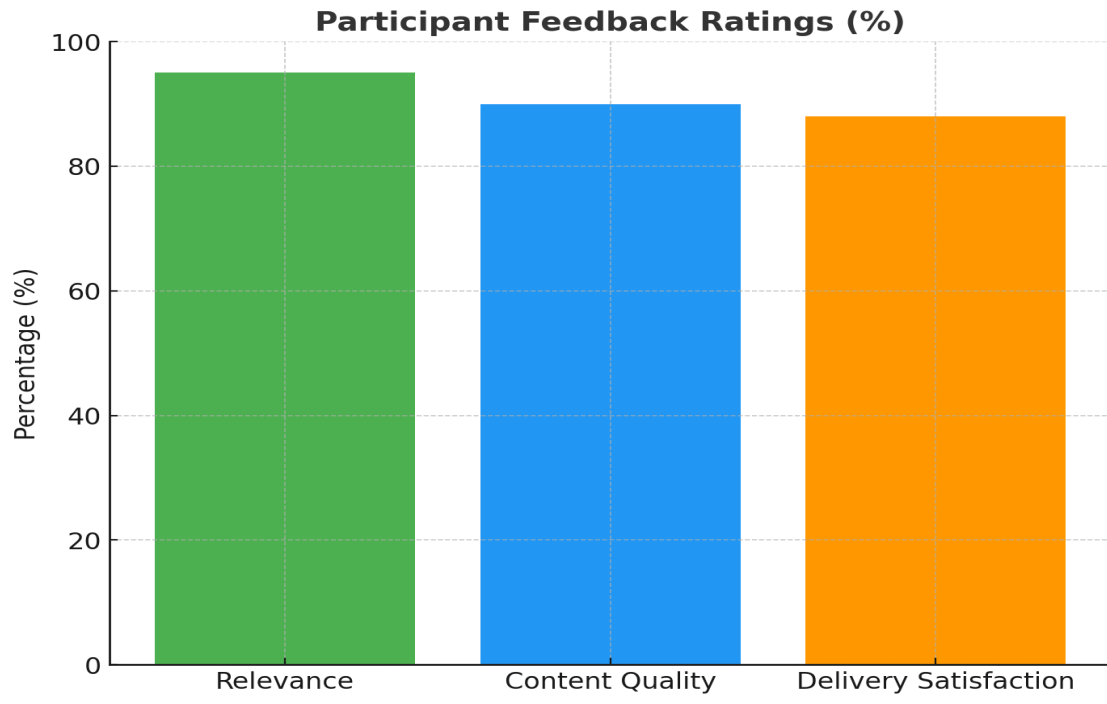
- The interactive delivery style of the facilitators was highly valued. Participants enjoyed group discussions, role-plays, and scenario-based exercises, which encouraged active learning and peer-to-peer exchange.
- Several participants noted that these methods allowed them to **practice problem-solving in realistic situations**, boosting their confidence in applying OHS measures at work.

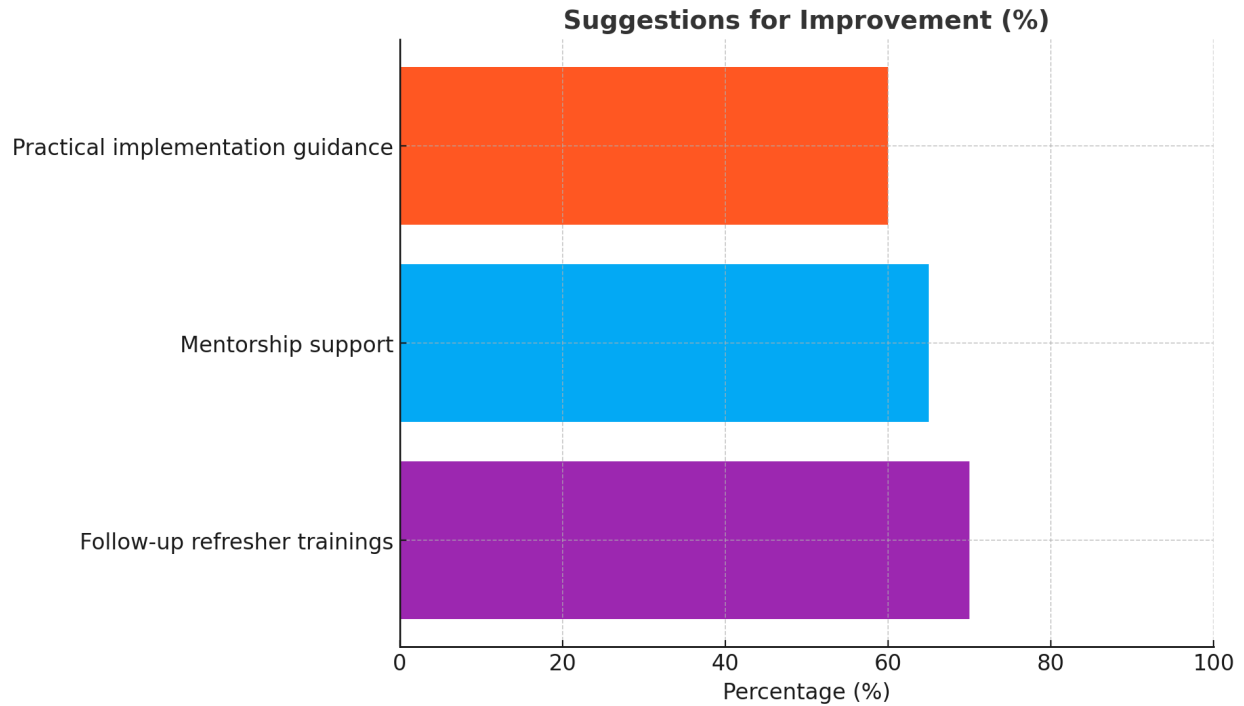
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- The training also created a safe and inclusive space where women lawyers felt comfortable sharing personal experiences and challenges.

### **Suggestions for Improvement**

While overall satisfaction was very high, participants also shared recommendations to improve future training sessions:

- **Follow-up Refresher Trainings:** Participants suggested organizing periodic refresher workshops to reinforce knowledge and keep updated with evolving OHS standards.
- **Mentorship and Peer Support:** Many requested structured mentorship opportunities to guide them in implementing their workplace OHS Action Plans.
- **Resource Repository:** Participants expressed interest in having access to an online resource hub, including toolkits, policy templates, and case studies, to assist them in advocacy and implementation.
- **Regional Networking Sessions:** Suggestions were made to host regional networking events where women lawyers can exchange experiences, success stories, and lessons learned about OHS advocacy.





## 7. Challenges

While the training was highly impactful and well-received, a number of challenges were identified that provide important lessons for future initiatives:

### 1. Scheduling Conflicts

Despite strong interest, several participants faced conflicts with their professional obligations such as ongoing court hearings, deadlines for client cases, and bar association commitments. This resulted in a few last-minute cancellations and partial attendance. While efforts were made to accommodate participants' schedules, the reality of balancing training with demanding professional responsibilities remained a recurring challenge. Some participants suggested the option of conducting future trainings during weekends, evenings, or in hybrid (online + in-person) formats to increase accessibility.

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## **2. Venue Capacity Constraints**

The training venue, though centrally located and well-equipped, had a limited capacity. This restricted the total number of participants to slightly below the initial target of 50. As a result, some interested applicants—particularly younger women lawyers and trainees—could not be accommodated. This highlighted the need for either larger venues in future sessions or a blended model that includes virtual participants.

## **3. Demand for Localized Contexts**

While the training content was comprehensive and tailored to the broader realities of women in the legal profession, several participants pointed out the need for more localized and context-specific examples. Lawyers working in rural or small-town settings felt that many of the presented case studies reflected urban environments and larger law firms, which sometimes differ greatly from the conditions in smaller bar associations or local legal aid centers. They recommended incorporating region-specific examples, especially regarding resource constraints, gendered workplace harassment, and infrastructural safety in rural districts.

## **4. Limited Follow-Up Mechanisms**

Participants expressed enthusiasm for applying their new knowledge but noted that there was no formal follow-up mechanism to provide ongoing mentorship or monitor the implementation of OHS Action Plans. This raised the challenge of sustaining momentum after the training and ensuring that learnings translated into long-term workplace reforms.

## **5. Diverse Learning Paces**

The training brought together participants from varied professional backgrounds, with some having prior exposure to occupational health and safety standards while others were learning about the subject for the first time. This created differences in learning pace. While group exercises helped bridge the gap, some participants recommended creating beginner, intermediate, and advanced learning tracks in the future to ensure that all participants feel equally engaged and supported.

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## **6. Resource Constraints**

Although resource materials were provided in printed and digital formats, some participants suggested that more visual tools—like checklists, posters, or templates for workplace safety policies—would have been useful. Budgetary limitations meant that some of these tools could not be developed in advance, posing a resource challenge for the organizers.

## **8. Follow-Up and Next Steps**

### **Mentorship Support:**

PWLF (Pakistan Women Lawyers Forum) will ensure that the impact of the training extends well beyond the workshop itself by providing continuous mentorship and support to all participants. Each participant will be paired with an experienced mentor who will guide them through the implementation of their Occupational Health and Safety (OHS) Action Plans. This mentorship will include regular check-ins, one-on-one consultations, and feedback sessions to help participants address challenges, adapt strategies to their specific workplaces, and ensure compliance with OHS standards. Additionally, mentorship will include advice on risk assessment, reporting procedures, and practical ways to foster a safety-conscious work environment in law firms, legal aid offices, and other legal settings.

### **Monitoring and Evaluation:**

To track progress and ensure accountability, participants' Action Plans will be formally reviewed during quarterly follow-up meetings scheduled between February and May 2025. These reviews will assess the implementation of preventive measures, identify areas for improvement, and evaluate the overall effectiveness of strategies adopted. Monitoring will be both qualitative and quantitative, including surveys, interviews, and workplace inspections where feasible. This structured follow-up will also help PWLF gather data on the real-world impact of the OHS initiatives and inform future training programs.

### **Resource Sharing and Capacity Building:**

Participants will continue to receive updated OHS resources, including comprehensive

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toolkits, policy templates, guidelines for workplace safety, and case studies highlighting best practices from other legal institutions. These resources will support participants in institutionalizing OHS practices in their respective workplaces and provide them with ready-to-use materials to train other staff members. Additionally, PWLF will organize webinars and online forums for knowledge exchange, allowing participants to share lessons learned, troubleshoot challenges, and collaboratively develop innovative solutions to workplace safety issues.

### **Scaling Impact and Regional Outreach:**

To amplify the impact of the program, selected participants who demonstrate leadership and effective implementation of their OHS Action Plans will be invited to serve as co-facilitators for regional OHS awareness workshops. These workshops will be conducted in collaboration with local bar councils and legal associations, aiming to reach a broader audience of women lawyers and legal professionals. By involving participants as trainers, PWLF will not only strengthen their leadership and advocacy skills but also create a sustainable peer-to-peer learning network that promotes a culture of workplace safety across the country.

### **Next Steps:**

- Participants will finalize and submit their OHS Action Plans within four weeks of the workshop completion.
- PWLF will organize the first mentorship session to address initial questions and challenges.
- Quarterly follow-up meetings will be scheduled and communicated to participants in advance.

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- Updated toolkits and policy templates will be shared via email and the PWLF digital platform.
  - Calls for co-facilitators for regional workshops will be announced, with selection based on demonstrated initiative and commitment to OHS implementation.

## **9. Conclusion**

The training program was highly successful in achieving its primary objectives, equipping women lawyers with essential knowledge and practical skills to safeguard their own occupational health and safety (OHS) while advocating for safer, more inclusive workplaces. Participants gained a deeper understanding of workplace hazards, legal frameworks, and preventive strategies, enabling them to confidently identify risks, implement solutions, and promote a culture of safety within their organizations.

One of the most notable outcomes of the initiative is the empowerment of participants as future trainers and advocates. By providing them with tools, resources, and mentorship support, the program ensures sustainable knowledge dissemination beyond the immediate workshop setting. Participants are now equipped not only to implement OHS strategies in their own workplaces but also to guide colleagues and peers, fostering a multiplier effect that will strengthen workplace safety across legal institutions nationwide.

The commitment, enthusiasm, and active participation of women lawyers were key factors in the program's success. Their engagement demonstrates a strong readiness within the legal community to embrace OHS principles and adopt proactive measures to create equitable and secure work environments. Additionally, the collaboration and support from

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partner organizations, including local bar councils, legal associations, and civil society stakeholders, significantly enhanced the program’s impact, providing resources, guidance, and platforms for broader outreach.

The initiative’s success highlights the potential for scaling this model to reach a larger cohort of women lawyers and legal professionals across Pakistan. By leveraging the trained participants as peer trainers, and continuing mentorship and resource support, PWLF envisions expanding the program to regional workshops, online training modules, and collaborative forums that address workplace safety challenges in diverse legal settings. This approach not only reinforces participants’ leadership capacity but also contributes to the long-term goal of a more inclusive, equitable, and safe legal profession in Pakistan.

In conclusion, the training has laid a strong foundation for transformative change within the legal sector. It demonstrates that with targeted capacity-building, mentorship, and resource support, women lawyers can become agents of change, advocating for safer workplaces, advancing gender equality, and fostering a professional environment where every legal practitioner can thrive without fear of harassment or harm. The program serves as a model for future interventions aiming to promote occupational health and safety, gender justice, and professional excellence in Pakistan and beyond.

## **10. Annexures**

- **Annex I:** Training Agenda
- **Annex II:** List of Participants
- **Annex III:** Pre- and Post-Training Survey Results
- **Annex IV:** Sample Action Plans

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👉 Would you like me to also prepare a **shorter version (2–3 pages)** of this report for donors/partners (like DWOI/MHSSN), or keep it as a **detailed internal report**?

**You said:**

its better this way I need Annexures

**ChatGPT said:**

Perfect ✅ Let's add the **Annexures** so your report is complete and professional. I'll draft sample annexures that align with your training details — you can later replace the placeholders with actual participant names, survey data, and action plans.

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# Annexures

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## Annex I: Training Agenda

**Day 1 – June 20, 2025**

<b>Time</b>	<b>Activity</b>
09:00 – 09:30	Registration and Introductions
09:30 – 10:00	Overview of OHS in the Legal Sector

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- 10:00 – 11:00 Understanding Workplace Hazards for Women in Law
  - 11:00 – 11:15 Tea Break
  - 11:15 – 12:30 Legal Frameworks and Standards for OHS
  - 12:30 – 01:30 Lunch Break
  - 01:30 – 02:30 Strategies for Addressing OHS Issues
  - 02:30 – 03:30 Group Work: Developing Action Plans
  - 03:30 – 04:00 Train-the-Trainer: Facilitating OHS Workshops
  - 04:00 – 04:30 Reflections & Wrap-up

**Day 2 – June 21, 2025**

<b>Time</b>	<b>Activity</b>
09:00 – 09:15	Recap of Day 1
09:15 – 10:30	Preventive Strategies for Common OHS Issues
10:30 – 11:00	Role Play: Handling Workplace Safety Challenges
11:00 – 11:15	Tea Break

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11:15 – 12:30 Developing OHS Policies for Law Firms & Legal Aid Centers

12:30 – 01:30 Lunch Break

01:30 – 02:30 Case Study Analysis: OHS in Legal Workplaces

02:30 – 03:30 Action Plan Finalization & Presentations

03:30 – 04:00 Post-Training Evaluation

04:00 – 04:30 Certificates & Closing Remarks

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## **Annex II: Pre- and Post-Training Survey Results**

### **Survey Focus Areas:**

- Knowledge of OHS principles
- Awareness of workplace hazards
- Familiarity with legal frameworks
- Confidence in advocating for OHS policies
- Readiness to train peers

### **Summary of Results (Aggregated):**

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<b>Indicator</b>	<b>Pre-Training Average</b>	<b>Post-Training Average</b>	<b>% Increase</b>
Understanding of OHS principles	45%	85%	+40%
Awareness of workplace hazards	50%	88%	+38%
Knowledge of legal frameworks	35%	80%	+45%
Confidence in developing OHS policies	30%	75%	+45%
Readiness to act as trainer	25%	80%	+55%

**Key Observation:** The survey demonstrates a **significant improvement in both knowledge and confidence levels**, validating the effectiveness of the training.

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## **Annex III: Sample Action Plans Developed by Participants**

### **Action Plan 1 – Workplace Safety Audits**

- Conduct quarterly safety audits in law offices.
- Identify workplace hazards (lighting, ergonomic seating, fire safety).
- Prepare a checklist for compliance with OHS standards.

### **Action Plan 2 – Awareness Sessions for Colleagues**

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- Organize monthly awareness sessions on stress management, harassment prevention, and OHS rights.
  - Distribute OHS toolkits among female colleagues and interns.

### **Action Plan 3 – Policy Development**

- Draft an OHS policy for the legal aid center addressing:
  - Safe workspaces
  - Emergency response measures
  - Protection against harassment
- Share with management for adoption and implementation.

### **Action Plan 4 – Train-the-Trainer Cascade Model**

- Identify 3–5 colleagues in each participant's law firm/organization.
- Deliver mini OHS training sessions using materials provided.
- Collect feedback and report progress back to PWLF.



