OFFICE ORDER

Subject : Reconstitution of Internal Complaints Committee under Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 in Office of the DC(H) to redress complaints of Sexual Harassment of Working Women Employees

In supersession to this office Memorandum No.HC-1(17)/2017-Vig dated 20.09.2017 and in exercise of the powers contained in Section 4(1) & (2) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the Internal Complaints Committee of Office of the DC(Handicrafts), Ministry of Textiles for redressal of complaints of sexual harassment of women at workplace is reconstituted with the following composition:

1. Smt Prem Lata Narang, Deputy Director(OL) - Presiding Officer
2. Shri Anil Kumar Pradhan, Deputy Director(H) - Member
3. Smt Pooja Venugopal, Assistant Director(H) - Member
4. Shri Mohan Singh Bisht, Assistant Director(H) - Member
5. Ms. Archana Singh, President, M/s Ambpali Handloom & Handicraft Multi State Cooperative Society Ltd, Patna (Representative of NGO)

2. Member of the Non-Government Organization of the Committee shall be paid Fees/ Allowances as per Section 4(4) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 for holding the proceedings of the Internal Committee.

3. As per Section 4(3) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the term of the Presiding Officer and every member of the Internal Complaints Committee shall be three years from the date of the Constitution of the Committee.

4. As per Section 21 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the Internal Complaints Committee shall in each calendar year submit an annual report to the Employer.

This issues with the approval of the Development Commissioner (Handicrafts).

(Pradyuman Pandey)
Assistant Director (Vigilance)

To,

1. Smt Prem Lata Narang, Deputy Director (OL), Office of the DC(H), Hqrs office, New Delhi.
2. Shri Anil Kumar Pradhan, Deputy Director(H), Office of the DC(H), Hqrs office, New Delhi.
3. Shri Mohan Singh Bisht, Assistant Director(Admn), Office of the DC(H), Hqrs office, New Delhi.
4. Smt Pooja Venugopal, Assistant Director(H), Office of the DC(H), Hqrs office, New Delhi.
5. Ms. Archana Singh, President, M/s Ambpali Handloom & Handicraft Multi State Cooperative Society Ltd-A-10, Gandhi Nagar, Boring Road, Patna-800001.
6. The Director (H), Office of the DC(H), West Block No.7, R.K.Puram, New Delhi.
7. All Sections of the Office of the DC(H), Hqrs office, New Delhi.
8. All Regional Offices of the O/o the DC(H)-NRO-New Delhi, SRO-Chennai, WRO-Mumbai, ERO-Kolkata, CRO-Lucknow, NERO-Guwahati.
9. PA to DC(H)/PS to Sr. Director.
11. NIC Section, O/o the DC(H) with the request to upload the aforesaid order on the website of the Department immediately.