

A-51/07/2023-Ad-III
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

North Block, New Delhi
Dated 21st December, 2023

OFFICE MEMORANDUM

Sub: Constitution of Internal Complaints Committee, who will look into complaints of Sexual Harassment at workplace- according to provision of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013- reg.

In partial modification to this Department's OM of even number dated 21st August, 2023 & 25th September, 2023 on the above cited subject and with the approval of the Competent Authority, the Internal Complaints Committee (ICC) is re-constituted as under:

- | | | | |
|-----|---|---|------------------|
| i | Smt D. S. Nagalakshmi, DS (Coord & PG) | : | Chairperson |
| ii | Smt. Kavita Chauhan, US (AIS-III) | : | Member |
| iii | Shri Santosh Kumar, US (AVD-III) | : | Member |
| iv | Smt. Kuljit Kaur, Secretary General, AIWC | : | as NGO Member |
| v | Ms. Oruganti Phani, US (Ehrms) | : | Member Secretary |

2. The ICC shall deal with the cases/complaints as per guidelines issued by the Ministry of Personnel, Public Grievances and Pension (Department of Personnel & Training) O.M. No. 11013/2/2014-Estt. (A-III) dated 16th July, 2015 and O.M. No. 11013/7/2016-Estt. (A-III) dated 22nd December, 2016.

3. The women employees of the Department of Personnel & Training may bring their problems, grievances and complaints, if any, to the notice of the Committee through the Member Secretary. The contact details and email ids are given at **Annexure**.

4. The terms of the Committee will be for 3 years w.e.f. 21st August, 2023 or till further orders, whichever is earlier.

Sushil Kumar
21/12/2023

(Sushil Kumar)

Under Secretary to the Government of India

Tel. No. 011-23093971

To,

1. Smt. D. S. Nagalakshmi, DS (Coord & PG)
2. Smt. Kavita Chauhan, US (AIS-III)
3. Ms. Oruganti Phani, US (Ehrms)
4. Shri Santosh Kumar, US (AVD-III)
5. Ms. Kuljit Kaur, Secretary General, All India Women's Conference, Sarojini House,
6. Bhagwan Das Road, Bhagwan Das Lane, Mandi House, New Delhi-01

Copy to:

1. All Officers/Sections/Desks in DoPT and PESB (through e-Office)
2. PA to Director (Admn.), DoPT for information

Annexure

S. No.	Name of Officers	Designation	Contact Detail & Email ID
i	Smt. D. S. Nagalakshmi,	: DS (Coord & PG) Chairperson	011-23092841 nagus.edu@nic.in
ii	Smt. Kavita Chauhan	: US (AIS-III) Member	011-23093479 kavitachauhan.edu@nic.in
iii	Shri Santosh Kumar	: US (AVD-III) Member	011-23092757 santoshkumar73@nic.in
iv	Smt. Kuljit Kaur	: Secy General, AIWC NGO Member	9971402522 kuljitjolly@gmail.com
v	Ms. Oruganti Phani	: US (Ehrms) Member Secretary	8800199744 o.phani@gov.in