



File No. B-11011/2/DPD (HQ)/Admn.I/2023/267  
Government of India  
Ministry of Statistics and Programme Implementation  
National Statistical Office  
Data Processing Division (DPD) Headquarters

Mahalanobis Bhavan,  
164, G.L.T.Road,  
Kolkata-108.

Dated: 20.03.2023.

**OFFICE MEMORANDUM**

Sub: Reconstitution of complaints committee against Sexual Harassment at work places.

In suppression of all earlier orders, it has been decided that with the approval of the competent authority a committee has been reconstituted in NSO, DPD(HQ), Kolkata, DPC, Giridih, and SDRD, Kolkata with the following composition:-

1	Smt. Shreya Sengupta, Joint Director, DPD(HQ), Kolkata Mobile No.8583806132, E-Mail ID: sengupta.shreya@gov.in.	Chairperson
2	Ms. Chinneivah Haokip, DD, DPD(HQ), Kolkata. Mobile No.9582073588, E-Mail ID: chinneivah.haokip@gov.in.	Member
3	Shri Koushik Dhara, DD, NSO, SDRD, Kolkata. Mobile No.9433566781, E-Mail ID: kousik.dhara@gov.in.	Member
4	DR.Md. Ali Asgar Mondal, SSO & HO, DPD(HQ), Kolkata Mobile No.9434666900, E-Mail ID: aliasgar.mondal@gov.in.	Member Secretary cum convener
5	Smt. Shampa Ghosh, Asst. Secretary, Society for Equitable Voluntary Actions, 52/3, Vidyayatan Sarani, Kolkata-700035. Mobile No. 7980447718, E-Mail ID: shampalahari2012@gmail.com.	Outside Member
6	Smt.Sangita Chakraborty, UDC, DPD(HQ), Kolkata Mobile No.9748296698, E-Mail ID: sangita.chakraborty@gmail.com	Member
7	Shri Uttam Das, SSO, NSO, Giridih, Mobile No.9430314829, E-Mail ID: uttam.das@gov.in.	Member

2. The committee will consider the complaints from women employees relating to sexual harassment. The word "Sexual Harassment" will include such unwelcome sexually determined behaviour, whether directly or otherwise such as:

- a) Physical contact and advances;
- b) Demand or request for sexual favours;
- c) Sexually coloured remarks;
- d) Showing any Pornography; or
- e) Any other unwelcome, Physical, verbal or Non-verbal conducts of sexual nature.

3. The committee will provide where necessary, a special counsellor or other support service including maintenance of confidentiality of the complaint and ensure time bound treatment and redressal of complaints made by women employees.

4. The guidelines of Supreme Court and DoPT issued vide DoPT OM dated 13.02.1998 in this regard are enclosed for the use of Members of the committee.

5. The committee will hear complaints from employees of the offices of NSO, DPD(HQ), Giridih, & SDRD, Kolkata.

6. As per DoPT OM No. 11013/3/2009-Estt.(A) dated 8<sup>th</sup> October 2009, the committee shall meet at least once in every quarter even if no live case is available, to review the preparedness and fulfil the requirements of the Apex Court's Judgement in Vishakha case, convener of the committee will be responsible for appropriate action in this regard.

7. All complaints by the women employees against sexual harassment received in the Ministry shall be routed through the convener of the committee to maintain proper records of such complaints & their disposal.

(Dr.Md.Ali Asgar Mondal)  
SSO & Head of Office

डॉ. मो. अली असगर मंडल / DR. Md. Ali Asgar Mondal  
ब.सॉ.अ. एवं कार्यालय प्रमुख / SSO & Head of Office  
भारत सरकार / Govt. of India  
सां. एवं का. मंत्रालय / Min. of Stat. & P.I.  
रा.सां.का., स.वि.प्र (मु.) / N.S.O., D.P.D. (H.O.)  
164, जी. एल. टी. रोड / 164, G.L.T. Road,  
कलकत्ता / Kolkata-700 108

To:

All members of the committee.

Copy for information to:-

1. All ISS Officers, DPD(HQ), Kolkata.
2. DDG, Survey Coordination, MoS & PI, New Delhi- with reference to the letter No I-34011/1/2013-NSSO(CPD) dated 11.12.2013.
3. DDG, FOD (EZ), Kolkata.
4. HOD, SDRD, Kolkata.
5. The Secretary, Society for Equitable Voluntary Action , 52/3, Vidyayatan Sarani, Kolkata-35.
6. Hindi Section for hindi version.
7. PS to ADG, DPD(HQ), Kolkata.
8. All Sections.
9. Help Desk/ Notice Board.