

[S.No. 20] 1997-2011-12 / 11091
Government of India
Ministry of Statistics & P.I
Data Quality Assurance Division
Industrial Statistics Wing
1, Council House Street,
Kolkata-700001.

Date: 29/08/2022

ORDER

Subject: Reconstitution of Complaints Committee against Sexual Harassment of Women at Workplace.

In supersession of earlier order dated 5th November, 2018 constituting a Complaints Committee, it has been decided with the approval of the Competent Authority to reconstitute the Complaints Committee in this office to deal with the complaints of Sexual Harassment of women at Work Place with the following composition :


Sl.No.	Name & Designation	Post Held
(i)	Smt. Gopa Dey Sarkar, S.S.O, DQAD, (I.S.Wing), Kolkata	Chairperson
(ii)	Shri Debal Dutta, DEO(B) DQAD, (I.S.Wing), Kolkata	Member Secretary and Convener
(iii)	Smt. Shampa Ghosh, Assistant Secretary, Society of Equitable Voluntary Actions, Kolkata	Member
(iv)	Smt. Rumki Chattopadhyay, DEO(B) DQAD, (I.S.Wing), Kolkata	Member
(v)	Shri Soumya Goswami, UDC DQAD, (I.S.Wing), Kolkata	Member

2. The Committee will consider the complaints from women employees of DQAD, I.S.Wing, Kolkata relating to sexual harassment only. The word "Sexual Harassment" will include unwelcome sexually determined behavior, whether directly or otherwise such as:

- i) Physical contact and advances ;
- ii) Demand or request for sexual favour ;
- iii) Sexually coloured remarks ;
- iv) Showing any pornography ;
- v) Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

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3. The Committee will provide, where necessary, special counseling or other support service including maintenance of confidentiality of the complaint and ensuring time-bound treatment and redressal of the complaints made by women employees.
4. The guidelines of the Hon'ble Supreme Court in this regard as issued vide DOPT's O.M. dated 13.02.1998 are enclosed .
5. As per DOPT's O.M. No. 11013/3/2009-Admn.I dated 08.10.2009, the Committee shall meet at least once in every quarter even if no live case is available to review the preparedness and fulfill the requirements of the Apex Court's Judgments in Vishakha case. Convener of the Committee shall be responsible for appropriate action in this regard.
6. All complaints by the women employees against sexual harassment received in the Office shall be routed through the Convener of the Committee to maintain proper records of such complaints and their disposal.


(Somen Chowdhury)
Under Secretary

Encl: Supreme Court guidelines as issued by DOP&T through O.M. dated 13.02.1998.

Copy to:

Chairperson &
All Members of the Committee.