

F.No.M-13012/01/2009-Coord.
Government of India
Ministry of Statistics and Programme Implementation
(Coordination Section)

Sardar Patel Bhawan, Sansad Marg,
New Delhi, dated the 19.11.2019

OFFICE MEMORANDUM

Subject: Reconstitution of Complaints Committee against Sexual Harassment of Women at Workplace in the Ministry of Statistics and Programme Implementation— regarding.

In continuation of this Ministry's O.M. of even number dated 25.10.2018 on the above mentioned subject and in compliance of guidelines on sexual harassment cases of working women issued by DOP&T vide their O.M. No. 11013/10/97-Estt.(A) dated 13.02.1987 in light of judgement of Hon'ble Supreme Court in the Writ Petition No.666-70 of 1992 (Visakha Case), it has been decided with approval of the Competent Authority to reconstitute Complaints Committee in this Ministry to deal with the complaints of sexual harassment of women at work places with following composition:

(i)	Dr. Mamta Saxena, ADG (DSDD) Tele No. (O): 26109682 Mob. No.9899066919 e-mail: mamta.saxena@nic.in	Chairperson
(ii)	Ms. Mini Prasanna Kumar, Director (NAD), CSO Tele No. (O): 23746528 Mob. No. 9911571901 e-mail: miniprasanna.k@nic.in	Member
(iii)	Ms. Seema Chawla, Deputy Dir (O.L.) Tele No. (O): 23340538 Mob. No. 9582920863 e-mail: seema.chawla@nic.in	Member
(iv)	Sh. Sunil Kumar Jassal, Deputy Secretary (A)/HOD Tele No. (O): 23363823 Mob. No. 9968077614 e-mail: sunil.jassal@gov.in	Member
(v)	Smt. Shobana Pramod, DS (Ad. II & III) Tele No. (O): 23345096 Mob. No. 9013883467 e-mail: s.pramod26@nic.in	Member Secretary and Convener
(vi)	Ms. Chaitali Halder Tele No. (O): 26691219, 26691220 Mob. No. 9210558222 e-mail: chaitali.tkn@gmail.com	Non-official Member

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

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

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

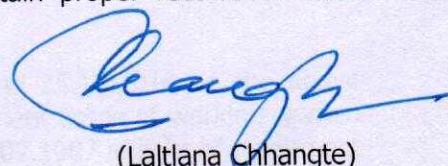
4. The guidelines of Supreme Court in this regard as issued vide DOP&T's O.M. dated 13.02.1998 are enclosed for the use of Members of the Committee.

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5. DG, NSSO and DG (ES), CSO/DG (SS), CSO are requested to set up their own similar Committees for their respective organizations, if already not set up.

6. As per DOP&T's O.M. No. 11013/3/2009-Esst.(A) 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 Judgement in Vishakha case. Convener of the Committee shall 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 and their disposal.



(Laltilana Chhangte)

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Encls.: Supreme Court guidelines as issued by DOP&T vide O.M. dated 13.02.1998

All Members of the Committee

Copy for information and action as per DOP&T's O.M. dated 8.10.2009 to:

1. Director (ISI), 203, B.T. Road, Kolkata.
2. DG (ES), CSO/DG (SS) CSO, New Delhi.
3. DG, NSSO, New Delhi.
4. ADG (DPD), Kolkata.
5. ADG (SDRD), Kolkata.
6. DDG, (IS Wing), Kolkata.

Copy for information also to:

1. Sr. PPS to Secretary (S&PI).
2. PPS to Joint Secretary (Admn.).
3. All Divisional Heads in the Ministry as per the standard list.
4. All Sections in the Ministry
5. DDG, Computer Centre (For displaying this order on the website of MoSPI).
6. RTI Section for including in the Compendium of Manuals u/s 4 of RTI Act.
7. Pay & Accounts Officer, MoSPI.