

No. S-27016/1/2008-C&WL II  
Government of India  
Ministry of Labour & Employment

Shram Shakti Bhawan, New Delhi  
Dated the 29<sup>th</sup> April, 2014

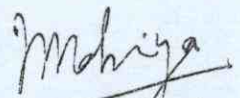
**OFFICE ORDER**

Subject: Reconstitution of the Complaints Committee in the Ministry of Labour and Employment to deal with complaints of Sexual Harassment of women employees.

In supersession of order of even number dated 21<sup>st</sup> May, 2013 and in exercise of the power contained in Section 4 (1) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, an Internal Complaint Committee of Ministry of Labour & Employment for redressal of complaints of sexual harassment of women at workplace, is constituted with the following composition:

Ms. Meenakshi Gupta, JS&FA	Presiding Officer
Ms. Sandhya Salwan, Director of Training (WT), DGE&T	Member
Sh. B.L. Meena, DS (Admn.)	Member
Ms. Arti Batra, LEO, O/o CLC	Member
Representative of Nari Raksha Samiti, NGO	Member
Ms. B. Neeraja, Under Secretary, C&WL	Convener

2. Member of Non-Governmental Organisation of the Committee shall be paid fees or allowances as per Rule 3 the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Rules, 2013 for holding the proceedings of the committee.
3. The term of office of presiding officer and every member of the Committee shall be three years from the date of their nomination.
4. The Internal Complaint Committee shall in each calendar year submit an annual report to the employer as per Section 21 of Act.
5. The Committee will deal with complaints, if any, of sexual harassment by employees of: (a) Ministry of Labour & Employment (Main Secretariat) (b) Directorate General of Employment and Training (c) Chief Labour Commissioner (Central) and (d) Pay & Accounts Office of Ministry of Labour (MS)/DGE&T/CLC(C).
6. This issues with the approval of Secretary(Labour & Employment).

  
(Harsh Malviya)  
Deputy Secretary  
Telefax: 23734574

To

1. The Presiding Officer, Members and Convener of the Committee.
2. Nari Raksha Samiti, NGO, 2, Raj Niwas Marg, Civil Lines, Delhi - 110 054
3. All Sections of the Ministry, DGE&T and CLC(C)
4. NIC, Ministry of Labour & Employment for uploading the order in web-site of Ministry.