

EDP

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कार्यालय, रक्षा लेखा प्रधान नियंत्रक (अनुसंधान एवं विकास), पश्चिमी खंड-5,  
OFFICE OF THE PRINCIPAL CONTROLLER DEFENCE ACCOUNT (RESEARCH & DEVELOPMENT)

रामकृष्णपुरम, नई दिल्ली-110066

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No. AN/1/R&D/1220/Sexual Harassment

Date: 26.07.2019

ORDER

Subject: - Internal Complaints Committee (ICC)-Reg.

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Consequent upon transfer of Ms. Monika Rani, IDAS, DCDA (Presiding Officer) and Sh. Haridas Ghosh, AAO (member) of Internal Complaints Committee, it has been decided by the Competent Authority to re-constitute the Internal Complaints Committee with the following members in terms of Section 4 (2) of the Sexual Harassment of women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 to prevent and deal with the cases of sexual harassment at workplace:-

1.	Smt. Kamlesh Kumari, IDAS, DCDA	Presiding Officer
2.	Smt. Punam Bajaj, SAO	Member
3.	Sh. Rakesh Kumar Chand, AAO	Member
4.	Ms. Madhu Bala, Senior Manager (Programmes) Jagori Women's Training Documentation and Communication Centre, B 114 Shivalik Colony, New Delhi-110017 Phone:-011-26691219/20 Ext 26	Member (NGO)

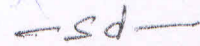
2. Member of Non-Governmental Organization of the Committee shall be provided transportation facilities for holding the proceedings of the committee.
3. The Presiding Officer and every member of the Internal Committee shall hold office for maximum 03 years from the date of their nomination.
4. The said committee will function as per POSH Act, 2013 and Govt. guidelines issued from time to time regarding the matter.
5. Further, the Complaints Committee is advised to meet every quarter even if there is no complaint and to make all efforts to reinforce the administrative machinery for expeditious

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attention and disposal of complaints of sexual harassment at work place and will act as per the relevant guidelines issued by the Govt. from time to time.

6. The Internal Complaints Committee shall submit reports as per the Act and prevailing guidelines on the subject.

7. This issues with the approval of PCDA.

  
DCDA (Admin)

Circulated to:

1.	Smt. Kamlesh Kumari, IDAS, DCDA	Presiding Officer
2.	Smt. Punam Bajaj, SAO	Member
3.	Sh. Rakesh Kumar Chand, AAO	Member
4.	Ms. Madhu Bala, Senior Manager (Programmes) Jagori Women's Training Documentation and Communication Centre, B 114 Shivalik Colony, New Delhi-110017 Phone:-011-26691219/20 Ext 26	Member (NGO)
5. ✓	EDP Cell	For uploading on WAN
6.	AN-II	Notice Board

  
Sr. AO (Admin)