

Internal Complaints Committee (ICC)- Pakur

In compliance of **Hon'ble High Court Letter No. 95-116/Admin. Misc. Dated 22.01.2013** a complain committee was consituted vide **Order No. 54/2013 dated 03.04.2013** by the office of the Principal District & Sessions Judge, Pakur, in terms of the decision of the Hon'ble Supreme Court of India for order **dated 13th August 1997** reported in the case of **Visakha and others vs. State of Rajasthan and Others** on the subject of sexual harassment of women in the workplace. The composition of the Complaints Committee was revised vide **Order No. 57/2018 dated 27.06.2018** subsequent to transfer etc. of the existing Chairperson/Member. This Committee in the Department has now been re-constituted on vide **Order No. 25/2023 dated 01.03.2023** for considering complaints of sexual harassment of women employees.

E-mail ID to Lodge a complain for sexual harrasment at workplace-
posh.dlsapakur@gmail.com

S.N	Name	Designation	Contact No	E-mail ID
1	Mrs. Shilpa Murmu	Secretary DLSA, Pakur -Chairperson-cum- Presiding Officer	8521495262	shlpmm6@gmail.com
2	Mrs. Punam Rao	NGO, Pakur Member- 1	9334146711 7050381341	poonam.rao27@gmail.com
3	Mrs. Nagma Parween	System Assistant, Civil Court Member- 2	8051229060	nagma_pakur@rediffmail.com
4	Sri Kishor Kumar	Social Worker-cum- District Coordinator, Vikash Bharti Member- 3	7488426505	kishorpakur@gmail.com

Complaint Procedure/ Rules:

Complaint regarding Sexual Harassment against women can be made by sending online application through e-mail to posh.dlsapakur@gmail.com. The aggrieved woman can make a complain of sexual harassment at workplace to the ICC (Internal Complaints Committee) within a period of three months from the date of incident. As per the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Rules, 2013, in case the aggrieved woman is unable to make a complaint on account of her physical incapacity, a complaint may be filed inter alia by her relative or friend or her co-worker or any person who has knowledge of the incident, with the written consent of the aggrieved woman.

Once a complaint is submitted, it will be directly sent to the Internal Complaint Committee (ICC) to inquire into the complaint. Under the request of aggrieved women and the ICC shall initiate to settle the matter through conciliation. On settlement of the complain so arrived the copies of the settlement as recorded shall be provided to the aggrieved women and to the respondent and no further inquiry shall be conducted.

The Internal Committee, where the respondent is an employee, preside to make inquiry into the complain with the provisions of the Service Rules applicable, and where no such Rules exist the ICC make forward the complain to the police within a period of seven days for registering the case u/s 509 IPC.

The Internal committee as the case may be arrives at the conclusion that the allegation against the respondent has been proved, it shall recommend to take action with provision of the service rules applicable to the respondent and to deduct salary or wages of the respondent as it may consider appropriate.

The internal committee, as the case may be, arrives at a conclusion that the allegation is false or the complain has produce any false or misleading statement/document, it may be recommended to the higher authority to take appropriate action.