OFFICE OF THE DISTRICT JUDGE
MALDA
ENGLISH DEPARTMENT

Malda Court Complex,
Near Netaji More,
P.O. & Dist. - Malda,
West Bengal, Pin – 732101.
Phone No. 03512 252301 (O)
03512 254533 (F)
Email : dj.malda@indiancourts.nic.in/
djcmld@gmail.com

Order No. 167 **/G** **Dated : 05.07.2025**

Re: Formation of Internal Complaints Committee Exclusively for Women Judicial Officers.

In obeisance to the directions as passed by the Hon'ble Committee for 'Prevention of Sexual Harassment of Women in Office/Workplace in the High Court', read with Section 4(2) of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, as amended up-to-date, an Internal Complaints Committee (to be herein after referred to, for the sake of brevity and convenience, as the ICC) exclusively for the Women Learned Judicial Officers of Malda Judgeship. Such ICC shall have jurisdiction over Malda Sadar and Chanchal Sub-division. Such committee shall comprise of the following :-

1. Smt. Sanghamitra Podder, Learned Additional District & Sessions Judge, 3rd Court, Malda Sadar, who shall be the Presiding Officer of such ICC.

2. Shri Rajib Saha, Learned Additional District & Sessions Judge, 2nd Court, Malda Sadar, being the Senior most Learned Judicial Officer, presently posted in this District.

3. Smt. Piu Das, Learned Civil Judge (Junior Division) 2nd Court, Malda Sadar.

4. Smt. Sreeparna Chakraborty, Eminent Scholar, and Assistant Professor, Deptt. of Sociology, Gazole Mahavidyalaya, working in the field of Gender Justice and Women Empowerment.

Such ICC, it is repeated shall have jurisdiction over entire Malda Judgeship, which includes Malda Sadar and Chanchal Sub-divisional Court.

The ICC shall act within the confines of Section Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 read with Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Rules, 2013, and shall

entertain complaints only from Women Learned Judicial Officers.

The Office is directed to communicate the instant order to all the members in their respective e-mail. The e-mail communication shall suffice as to good and sufficient communication.

The Office is further directed to cause wide circulations of the instant order amongst all the Learned Judicial Officers of this Judgeship.

The Secretary, DLSA, Malda and the Chairperson, SDLSC, Chanchal Sub-divisional Court, is hereby directed to organize sensitization programme for all Learned Judicial Officers at the earliest.

The Office, the Secretary, DLSA, Malda, the Chairperson, SDLSC, Chanchal Sub-divisional Court, is directed to do the needful at the earliest.

This is a mandatory direction.

The ICC, Malda Sadar, and Chanchal Sub-division, constituted for the staff is already operational.

The staff of Malda Sadar, desirous of lodging any complaint shall be free to do so through the following mode :-

1. A scanned copy of the complaint, containing the complaint along with the signature, is required to be scanned and sent as an attachment to the e-mail i/d :- iccmalda@gmail.com.

2. A complaint box (to be launched soon) kept outside the English Office.

3. A letter written in English / Bengali, containing the signature, full name and postal address, and wrapped in a sealed envelope, sent through post / courier and addressed to 'The Presiding Officer, Internal Complaints Committee, Malda Sadar

Court Complex, C/o, Ld. District Judge, Netaji Subhas Road, Bandh Road, P.O.- Malda, P.S.- English Bazar', PIN – 732101', in respect of Malda Sadar Court. This is applicable for the staff only. Those staff of Chanchal Sub-divisional Court, desirous of lodging any complaint shall address their written complaint to 'The District Judge, Malda Sadar Court Complex, Netaji Subhas Road, Bandh Road, P.O.- Malda, P.S.- English Bazar, PIN – 732101', and they shall superscribe on their envelope 'ICC – Chanchal Sub-divisional Court'.

4. Complaints by Women Learned Judicial Officers, may, in addition to the mode/s prescribed in Paragraph 1 and Paragraph 2 above, prefer a written complaint either in English / Bengali, and the same shall be addressed to 'The District Judge, Malda Sadar Court Complex, Netaji Subhas Road, Bandh Road, P.O.- Malda, P.S.- English Bazar, PIN – 732101'.

5. Needless to mention, all the complaints shall remain confidential, and the same shall be opened and dealt with only by the Members of the ICC.

Subhajit Banerjee
District Judge, Malda

Memo No. 5850 **(39)/G.** **Dated : 05.07.2025**

Copy forwarded for information and taking necessary action to :-

1. Shri Rajib Saha, Ld. Additional District & Sessions Judge, 2nd Court, Malda Sadar.
2. Smt. Sanghamitra Podder, Ld. Additional District & Sessions Judge, 3rd Court, Malda Sadar.
3. Smt. Piu Das, Ld.Civil Judge (Junior Division) 2nd Court, Malda Sadar.
4. The Ld. Additional District & Sessions Judge, 1st Court, Malda.
5. The Ld. Additional District & Sessions Judge, 2nd Court, Malda.
6. The Ld. Additional District & Sessions. Judge, 3rd Court, Malda.
7. The Ld. Additional District & Sessions Judge, 4th Court, Malda.
8. The Ld. Additional District & Sessions Judge, 5th Court, Malda.
9. The Ld. Additional District & Sessions Judge, Chanchal, Malda.
10. The Ld. Additional District & Sessions Judge, Fast Track, 1st Court, Malda.
11. The Ld. Additional District & Sessions Judge, Fast Track, 2nd Court, Malda.
12. The Ld. Additional District & Sessions Judge, Fast Track, 3rd Court, Malda.
13. The Ld. Civil Judge (Senior Division), 1st Court, Malda.
14. The Ld. Civil Judge (Senior Division), 2nd Court, Malda.
15. The Ld. Civil Judge (Senior Division), Chanchal, Malda.
16. The Ld. Chief Judicial Magistrate, Malda.
17. The Ld. Additional Chief Judicial Magistrate, Chanchal, Malda.
18. The Ld. Judicial Magistrate, 1st Court, Malda.
19. The Ld. Judicial Magistrate, 2nd Court, Malda.
20. The Ld. Judicial Magistrate, 3rd Court, Malda.
21. The Ld. Judicial Magistrate, 1st Court, Chanchal, Malda.
22. The Ld. Judicial Magistrate, 2nd Court, Chanchal, Malda.
23. The Ld. Civil Judge (Junior Division), 1st Court, Malda.
24. The Ld. Civil Judge (Junior Division), 2nd Court, Malda.
25. The Ld. Civil Judge (Junior Division), Chanchal, Malda.
26. The Ld. Principal Magistrate, Juvenile Justice Board, Malda.
27. The Ld. Secretary, DLSA, Malda.
28. The Ld. Secretary, SDLSC, Chanchal, Malda.
29. The Ld. Nodal Officer, e-Courts Project, Malda.
30. The Ld. Judge-in-charge of Nazareth Department, Civil Courts, Malda.
31. The Ld. Judge-in-charge of Nazareth Department, Civil Courts, Chanchal, Malda.
32. The Ld. Judge-in-charge of Accounts Department, Civil Courts, Malda.
33. The Ld. Judge-in-charge of Civil Copying Department, Civil Courts, Malda.
34. The Ld. Judge-in-charge of Civil Copying Department, Civil Courts, Chanchal, Malda.
35. The Ld. Judge-in-charge of Criminal Copying Department, Malda.
36. The Ld. Judge-in-charge of Criminal Copying Department, Chanchal, Malda.
37. The Ld. Judge-in-charge of District Record Room, Civil Courts, Malda.
38. The Ld. Judge-in-charge of Forms & Stationery Department, Civil Courts, Malda.
39. Smt. Sreeparna Chakraborty, Eminent Scholar, and Assistant Professor, Deptt. of Sociology, Gazole Mahavidyalaya.

District Judge, Malda