

No. DGT-A-13011/1/2019-Adm.I

Government of India
Ministry of Skill Development & Entrepreneurship,
Directorate General of Training

Pusa Complex, Near ITI, Pusa Road
New Delhi, dated the 28th August, 2020

OFFICE MEMORANDUM

SUBJECT: Constitution of complaints committee against Sexual harassment of Women at Workplace in the Directorate General of Training-regarding.

In compliance of guidelines on sexual harassment cases of working women issued in the light of judgment of Hon'ble Supreme Court in the Writ Petition No.666-70 of 1992 (Vishakha & others Vs State Rajasthan case), the sexual harassment of women at workplace (Prevention, Prohibition and Redressal) Act, 2013 was enacted wherein it was made mandatory for every employer to provide a mechanism to redress grievances pertaining to workplace sexual harassment and enforce the right to gender equality of working women. Accordingly, it has been decided with the approval of the Competent Authority to constitute Internal Complaints committee (ICC) in this Directorate General to deal with the complains of sexual harassment of women at work places with following composition.

S.No.	Name of Members	Position
1.	Mrs. Sandhya Salwan, Director Mob:9873202069 Email:Sandya.salwan@nic.in	Chairperson
2.	Mrs. Swati Sethi, Joint Director Tele:25847043, Mob:9810658295 Email:S.sethi@nic.in	Members
3.	Sh. C.H. Ravi, Jt. Director Tele:25847029, Mob.:9820067588 Email:ravi.chilukoti@gov.in	Members
4.	Smt. Kawaljit Kaur, TO, Tele:25847025, Mob:8368921263, Email:kawaljit.kaur62@nic.in	Members
5.	Ms. Priti Kumar, US, National Commission for Women Tele:26944809 Email:priti.kumar@nic.in	Members

2. The Committee will consider the complaints from women employee of the Ministry only relating to sexual harassment. The work "Sexual harassment" will include such unwelcome sexually determined behaviour, 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 complaint 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.

5. All NSTIs/RDATs and RDSDES are requested to set up their own similar Committees for their respective organization, if already not set up.

6. As per the guidelines, the Committee shall meet at least once in every quarter even if no live case is available, to review the preparedness and fulfil the requirements of the apex Court's judgement in Vishakha case. The committee shall be responsible for appropriate action in this regard.



(Sonu Bhatia)

Under Secretary to the Govt. of India
Tele: 011-25847024

Encl: Supreme Court guidelines as issued by DOPT vide OM dated 13.2.1998.

Distribution:

1. All Members of the Committee
2. All field Institutes under Directorate of Training for information and necessary action
3. Sr. PPS to DG/AS, PPs to DDG-I, DDG-II & DDG-III
4. All Directors/Deputy Secretaries/JDTs/DDTs/ADTs/TOs of DGT
5. All Section of DGT
6. NIC for displaying this O.M. on the website of DGT