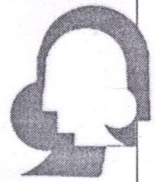




भारतसरकार / Government of India
Ministry of Skill Development and Entrepreneurship
कौशलविकासऔरउद्यमितामंत्रालय
Directorate General of Training/ प्रशिक्षणमहानिदेशालय
National Skill Training Institute for Women (NSTI-W)
महिलाओंकेलिएराष्ट्रीयकौशलप्रशिक्षणसंस्थान
CP-16, Sector-V, Salt Lake, Kolkata - 700091
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F. No. (E-56982) C-13016/1/2023-O/o NSTI(W)Kolkata/19

Dated: 29.01.2025

OFFICE MEMORANDUM

Subject: Constitution of Complaints Committee against Sexual Harassment of Women at Workplace in the National Skill Training Institute for Women, Kolkata.

In Compliance of guidelines on Sexual Harassment cases of working women issued in light of judgement of Hon'ble Supreme Court in the Writ petition No; 666-70 of 1992 (Vaisakha & Others Vs state of Rajasthan Case), the sexual harassment of women at workplace (Prevention, Prohibition and Redressal) Act, 2013 was enacted where 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 to constitute internal complaints Committee (ICC) in this Institute to deal with the Complaints of Sexual harassment of women at workplaces with following composition: -

1	Smt. Deepti Bagga, DCA (EZ), CBIC, Kolkata	Presiding Officer
2	DR. Nawal Kishore Arora, RD/ HOD, RDSDE Kolkata	Member
3	Smt. Mahima Totla, ADT, NSTI(W) Kolkata	Member
4	Smt. Pragya Jhunjhunwala, Executive Director, Mantras Foundation	NGO Member
5	Smt. Swagatika Sahoo, TO (DM) NSTI(W) Kolkata	Custodian / Member

The Committee will consider the complaints from women employees of the Institute only relating to sexual harassment. The word "Sexual Harassment" will include such unwelcome sexually determined behavior, whether directly or otherwise such as:

- Physical contact and advance:
- Demand or request for sexual favours.
- Sexually coloured remarks
- Showing any pornography: or
- Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

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.

This office memorandum is issued in continuation of OM issued dated 22.12.2023.

As per guidelines, the committee shall meet at least once in every quarter even if no live case is available. The Committee shall be responsible for appropriate action in this regard. The custodian of the committee shall call the regular meetings/ as per the requirements.

RD/ HOD
NSTI(W), Kolkata

Copy to:

- All the members of the Committee for necessary action.
- File No: E-56982 C-13016/1/2023-O/o NSTI(W)Kolkata: for record.

RD/ HOD
NSTI(W), Kolkata

[Signature]
29/01/2025