

Shri Gopesh.

मुख्य वन संरक्षक का कार्यालय
OFFICE OF THE CHIEF CONSERVATOR OF FORESTS
विकास एवं उपयोजन
DEVELOPMENT AND UTILIZATION
चाथम / CHATHAM

Sri Vijaya Puram dated the 03rd Feb' 2025

OFFICE ORDER NO. G/ 06

In supersession of this Office order No. G/81 dated 29/11/2023 and in pursuance of the provision laid down in sub-section (1) of Section 4 of the Sexual Harassment of women at workplaces (Prevention, Prohibition and Redressal) Act, 2013 the CCF(D&U) is pleased to constitute the "Internal Complaint Committee" with the following members to deal with the Sexual Harassment of Women Employees at workplace in the office of the CCF(D&U) , Chatham, Department of Environment and Forests.

1. Smti Hemalatha, Head Clerk (Ph. 7695042824) : Presiding Officer
2. Smti Sampa Banerjee, Social Activist (Ph. 9474201147) : Member
3. Smti Mary Magdalen, Higher Grade Clerk (Ph. 9531801856): Member
4. Shri. Ajay Sanker Rao, LGC (Ph. 9679520444) : Member

The "Internal Complaint Committee" shall take all necessary steps to prevent or deter the commission of acts of Sexual harassment and monitor follow up action on specific complaints.

The Complaint Committee will be deemed an enquiry authority to the purposes of Central Civil Services (Conduct) rules, 1964 (hereinafter called CCS Rule) and the report of the complaints Committee shall be deemed to an enquiry report under the CCS Rules.

The Presiding officer and other members of the "Internal Complaint Committee" shall hold office not exceeding 03 (three) years.

प्रशासनिक अधिकारी
Administrative Officer
विकास एवं उपयोजन
Development and Utilization
चाथम / Chatham
NO. CCF/D&U/G/79

OFFICE ORDER BOOK :

Copy to:-

1. The PA to PCCF, ANI, Van Sadan for kind information please.
2. The Asst. Conservator of Forest, GIS Cell, Van Sadan for up-dation of information in Dept. Website.
3. Smti Hemlatha, Head Clerk for information and necessary action.
5. Smti Sampa Banerjee, Social Activist for information.
6. Concerned Members of the Committee for information and necessary action.

प्रशासनिक अधिकारी
Administrative Officer
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