

Dated the 01<sup>st</sup> July, 2015

**OFFICE MEMORANDUM**

In partial modification of this Department's O.M. of even number dated 08.05.2015 and in pursuance of the order passed by the Hon'ble Supreme Court in PIL WP No. (Crl) 666-70 of 1992 in the matter of Visakha and others Vs. State of Rajasthan and Others on the subject of sexual harassment of women at work places which laid down guidelines on tackling sexual harassment and as per provisions contained in "The Sexual Harassment of Women at Work Place (Prevention, Prohibition and Redressal) Act, 2013, it has been decided to re-constitute the Women Welfare Committee in the Department of Science & Technology for dealing with the cases of sexual harassment of women at work places as follows:

**COMPOSITION**

- |       |   |   |                                   |
|-------|---|---|-----------------------------------|
| (i)   | Mrs. Anita Chauhan, Joint Secretary, DST                            | - | Chairperson/<br>Presiding Officer |
| (ii)  | Dr. Anita Gupta, Scientist 'F'                                      | - | Member                            |
| (iii) | Dr. Ranjana Kumari, Director,<br>Centre for Social Research, (NGO). | - | Member                            |
| (iv)  | Shri Rajesh Kumar, Deputy Secretary, DST                            | - | Member                            |
| (v)   | Shri Anil Kumar Yadav, US, Admn.I(A)                                | - | Member & Convener                 |

**TERMS OF REFERENCE**

2. The Complaints Committee shall investigate the complaints falling within the purview of DST regarding sexual harassment of women and submit their findings to the Secretary, DST for further necessary action. The Committee will also look into issues / problems of women employees of DST. The Committee shall hold regular quarterly meetings even if there are no complaints and the state of preparedness to deal with such complaints reviewed as also measures to be taken to make all officers fully aware of their responsibilities in this regard. The Committee shall also submit an annual report to the Department, in respect of the complaints received and action taken by them.

3. The secretarial assistance to the Committee will be provided by Admn.I(A).

*Anil Kumar Yadav*

**(Anil Kumar Yadav)**

Under Secretary to the Govt. of India  
Tel: 26532371

To

1. The Chairperson / Presiding Officer and Members of Complaints Committee.
2. Dr Ranjana Kumari, Director, Centre for Social Research, 2 Nelson Mandela Marg, Vasant.Kunj, New Delhi.
3. DOP&T [Shri Mukesh Chaturvedi, Director(E) ] North Block, New Delhi.
4. Ministry of Women & Child Development, [Joint Secretary (Admn)], Shastri Bhavan, New Delhi.
5. National Commission for Women, No.4, Deen Dayal Upadhayay Marg, New Delhi.
6. PS to Hon'ble Minister for S&T and ES / PS to Hon'ble MOS for S&T and ES.
7. PPS to Secretary / PS to JS(A) / PS to JS&FA / All Divisional Heads / All Directors / Deputy Secretaries / Under Secretaries / COA
8. Secretary, Central Secretariat Non-Gazetted Employees Union, DST Branch.
9. All Sections / Divisions in DST / Notice Board.

*Anil Kumar Yadav*

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