

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
OFFICE OF THE COMMISSIONER OF EXCISE, ENT&LUXURY TAX
L- BLOCK, VIKAS BHAWAN, I.P. ESTATE, NEW DELHI

No. F. 9(133)/Ex./Estt./2002/ 5183

Dated 21/11/13

ORDER

In continuation of this office order No. F9(133)/Ex.Estt./2002/28502-2856 dated 23-07-2013,, Departmental Committee to monitor complaints relating to sexual harassment of women working in this Department is constituted as under, due to transfer of one member.

Chairperson	- Dr. Pooja Joshi, DANICS
Member	-Ms. Seema Mathur, ACE(Lab)
Member	-Ms. Jasbir Kaur, Head Clerk

The Departmental committee shall discharge the following questions:

- (i) Inquire into the complaints of sexual harassment with the Department and report the same to the State Complaints Committee within a specific time frame. For this purpose, sexual harassment includes such unwelcome sexually determined behaviors (whether directly or by implication) as :-
 - (a) Physical contact and advances
 - (b) A demand or request for sexual favours.
 - (c) Sexually coloured remarks.
 - (d) Showing pornography.
 - (e) Any other unwelcome physical verbal or non-verbal conduct of sexual nature.
- (ii) Recommend the action to be initiated in each case.
- (iii) Ensure that the victims or witnesses are not victimized or discriminated against. They shall also examine whether the victim discriminated against. They shall also examine whether the victim should have the option seek transfer of the perpetrator of their own transfer.
- (iv) The Departmental Committee shall submit a detailed quarterly report of the complaints received and the action taken thereof, to the State Complaints Committee, with its headquarter at I.P. Estate, New Delhi.

This issues with the prior approval of the Competent Authority.


(INDU SHEKHAR MISHRA)
DEPUTY COMMISSIONER (ADMN.)

1. Members of the Committee
2. Female Staff Members.

Contd.2.

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No. F. 9(133)/Ex./Estt./2002/ 15783
Copy for the information:

Dated 21/11/13

1. Chairperson, State Complaints Committee.
2. Chairperson, Delhi Commission for Women, C- Block, IIInd floor, Vikas Bhawan, I.P. Estate, N.D.
3. PS to EC/DC(A)/DC(T).
4. All Branch Incharges.
5. Dy. Controller of Accounts. Excise Deptt.
6. ACP (EIB).
7. System Analyst


(INDU SHEKHAR MISHRA)
DEPUTY COMMISSIONER (ADMN.)