

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
LAND & BUILDING DEPARTMENT
(ADMINISTRATION BRANCH)
B-BLOCK, VIKAS BHAWAN, IP ESTATE, NEW DELHI

F.5(23)/99/L&B/Admn/

Dated:-

ORDER

In supersession of this office order No. F.5(23)/99/L&B/Admn/2025-54 dated 23-05-2011, the Secretary (L&B) is pleased to constitute Departmental Complaints Committee comprising the following officer and officials of the department to initiate steps to prevent sexual harassment of female members in the Land & Building Department.

S.No.	Name & Designation of the officers/officials	Nominated as
1.	Smt. Ranjana Mathur, AAO	Chairperson
2.	Smt. Vandana Sharma, NGO	Member
3.	Smt. Shashi Taneja, HC	Member
4.	Smt. Kiran Grover, Steno Gr. II	Member

The Department Complaints Committee shall discharge the following function:-

1. Inquire into the complaints of sexual harassment within 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 behavior (whether directly or by implication) as:
 - a) Physical contact and advances.
 - b) A demand or request for sexual favours.
 - c) Sexually pornography.
 - d) Showing pornography.
 - e) Any other unwelcome physical verbal or non-verbal conduct of sexual nature.
2. Recommend the action to be initiated in each case.
3. Ensure that the victim or witnesses are not victimized or discriminated against. They shall also examine whether the victim should have the option to seek transfer of the perpetrator or their own transfer.
4. The 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 Secretary, L & B Department.

F.5(23)/99/L&B/Admn/ 1605-1609

Dated:- 9/5/13

(R. R. SINGH
DY. SECY.(L&B)

Copy forwarded to the following the information & compliance:-

1. The Special Secretary (Services), Delhi Secretariate, I.P.Estate. New Delhi-02.
2. Chairperson, O/o the Chairperson, State Complaints Committee for prevention of Sexual Harassment for Women, Delhi Commission for Women, C-Block, 2nd floor, Vikas Bhawan, I.P. Estate, New Delhi-110002.
3. All concerned (Chairperson & members).
4. PS to the Pr. Secretary (L&B).
5. All branch In-charges.

(R. R. SINGH
DY. SECY.(L&B)

Programme