

Government of National Capital Territory of Delhi  
Department of Women & Child Development  
(Women Empowerment Cell)  
2<sup>nd</sup> Floor ISBT Building Kashmere Gate Delhi-110006  
(Email- wecbranch@gmail.Com)

F. No. 60(70)/DWCD/AD WW/ICC/2006-07/14874-80

Dated 29/09/2022

Order

In supersession to earlier order vide no. F. No. 60(70)/DWCD/AD/WW/ICC/2006-07/25135-67 dated 19.09.2018, the Director, Department of Women and Child Development, Govt. of NCT of Delhi is pleased to reconstitute the Internal Committee (IC) at the HQ of Department of Women and Child Development, Govt. of NCT of Delhi in compliance with Section 4 of the Sexual Harassment of Women at Work Place (Prevention, Prohibition and Redressal) Act, 2013.

The reconstitution of Internal Committee (HQ), WCD is as under:

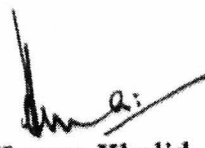
1.	Ms. Nandini Maharaj, Joint Director, WCD	Presiding Officer
2.	Ms. Aaliya Saeed, Assistant Director (POSHAN)	Member
3.	Ms. Anita Gupta, Senior Personal Assistant, DSLSA	Member
4.	Ms. Abhilasha Bandhu, Welfare Officer (RTE)	Member
5.	Mr. Pankaj Nain, Welfare Officer (RTI)	Member

The Internal Committee shall discharge its function as per the provisions laid down in the Sexual Harassment of Women at Work Place (Prevention, Prohibition, and Redressal) Act, 2013 and Rules made thereunder.

The term of Internal Committee will be for the period of 03 years from the date of issuance of this order.

This issues with approval of Secretary, WCD.

Encl: Copy of advisory

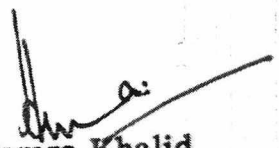
  
Humra Khalid  
Deputy Director (WEC)

F. No. 60(70)/DWCD/AD WW/ICC/2006-07/14874-80 Dated

29 OCT 2022

Copy to:

1. Special Secretary, Delhi State Legal Services Authority (DSLISA), Central Office, Patiala House Court Complex, New Delhi-110001
2. All the Member of Internal Committee, DWCD, HQ., GNCTD
3. Ms. Anita Gupta, Senior Personal Assistant, Delhi State Legal Services Authority (DSLISA), Central Office, Patiala House Court Complex, New Delhi-110001
4. All District Officers, DWCD, GNCTD
5. OSD to Secretary, Department of WCD, GNCTD.
6. PS to Director, DWCD (HQ).
7. Programmer, IT Cell, DWCD, GNCTD.

  
**Humra Khalid**  
**Deputy Director (WEC)**

**DEPARTMENT OF WOMEN & CHILD DEVELOPMENT**  
**GOVT. OF NCT OF DELHI**  
**2<sup>nd</sup> FLOOR, ISBT BUILDING, KASHMERE GATE, DELHI-110006**  
**(WOMEN EMPOWERMENT CELL)**

F.No.14 (2)/SH Matter-I/DONE/DWCD/2021-22 | 20480-83

Dated:  
**10 DEC 2021**

**ADVISORY**

The Department of Women and Child Development, Govt. of NCT of Delhi is the Nodal Department for implementation of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

The prime objective of the Department of WCD is to ensure implementation of the said Act in letter and spirit and to provide safe working space for women and to build enabling work environment that respect women's right to equality of status and opportunity. Accordingly, Internal Committees have been constituted at headquarters and at each District Office of DWCD.

Most of the conclusion of Internal Committee reveals that the allegations made by the complainants are administrative in nature and do not fall under Sexual Harassment of Women at Workplace Act, 2013. Whereas a deeper and comprehensive probe on the subject may reveal that often the issues which are considered administrative in nature emanate from underlying gender bias and gender discrimination.

Hence, it may be noted that the misconduct as mentioned below may also amount to underlying work place sexual harassment and merits inquiry and follow up action to take things to logical conclusion and ensure that Act is adhered in letter and spirit.

1. Criticizing, insulting, blaming, reprimanding or condemning an employee in public.
2. Exclusion from group activities or assignments without a valid reason.
3. Statements damaging a person's reputation or career.
4. Removing areas of responsibility, unjustifiably.
5. Inappropriately giving too little or too much work.
6. Constantly overruling authority without just cause.
7. Unjustifiably monitoring everything that is done.
8. Blaming an individual constantly for errors without just cause.
9. Repeatedly singling out an employee by assigning her with demeaning and belittling jobs that are not part of her regular duties.
10. Insults or humiliations, repeated attempts to exclude or isolate a person.
11. Systematically interfering with normal work conditions, sabotaging places or instruments of work.
12. Humiliating a person in front of colleagues and other staff.
13. Arbitrarily taking disciplinary action against an employee.
14. Controlling the person by withholding resources.

It is inferred that the complaint of sexual harassment at work place may not amount to sexual harassment however any unprofessional and inappropriate behaviour of the male officers/officials may result in less productive and unhealthy atmosphere and adversely affect both personal and professional life of women.

Each officer/official needs to contribute to ensure that the world of work is free from discrimination of any sort amounting to violence against women in any form. We all need to do our part to make it a reality and success. It is everyone's responsibility to create a safe and healthy environment for our women colleagues in a harmonious manner.

*RSingh*

**Dr. Rashmi Singh (IAS)  
Special Secretary cum Director**

To

All the Deputy Directors, DWCD, GNCTD

All the District Officers, DWCD, GNCTD

All the Officers/Official Incharge to circulate these advisories in all the offices comes under their jurisdiction.

Copy to:

PA to Joint Director, DWCD, GNCTD