

PRD-12/482/2022-PRD(B)-Panchayat & Rural Development

I/217160/2023

GOVERNEMENT OF ASSAM
PANCHAYAT & RURAL DEVELOPMENT DEPARTMENT
DISPUR:: GUWHATI-6

NOTIFICATION

Dated Dispur, the 11th July, 2023

No.E-253085/DFA/253029: In Pursuance of Women and Child development Department's letter No. E-308086/67 dated 08-06-2023 and Incompliance with the judgement dated 12-05-2023 passed by the Hon'ble Supreme Court of India in Civil Appeal No.24582/2014 (In re Aurellano Farnandes v/s- State of Goa and Ors) ; and Internal Complaints Committee (ICC) is hereby constituted under Section 4(1) of the "Sexual Harassment of Women at Workplace (Prevention, Prohibition, And redressal) Act" 2013, [POSH Act.] with the following members.

Sl No	Nature of the Official with designation	Post
1.	Smt Esthar Kathar, ACS Additional Secretary to thy Govt of Assam, Panchayat & Rural Development Department Mobile No: 9954088199/E-Mail: pnrddispur@gmail.com	Presiding Officer
2.	Smtl. Baishali Nayak, ACS Joint Secretary to the Govt of Assam, Panchayat & Rural Development Department Mobile No: 9508727123/E-Mail: pnrddispur@gmail.com	Member
3.	Shri Achitra Sonowal Deputy secretary to the Govt of Assam, Panchayat & Rural Development Department Mobile No: 9435542845/E-Mail: pnrddispur@gmail.com	Member
4.	Dr. Shenaaz Rehman, Advocate Gauhati High Court. Mobile No: 98640-45243/E-mail: shahnaazrahman16@gmail.com	Member
5.	Smtl. Jahnabi Konwar, ASO Panchayat & Rural Development Department Mobile No: 9435271646/E-Mail: pnrddispur@gmail.com	Member

The committee will hear and address issues pertaining to complaints sexual harassment of Women in the Department and take appropriate steps for hearing, enquiry and redressal of such grievances. Thus ensure the prevention, Prohibition and redressal of complaints of sexual harassment at work place. The committee will discharge its duties and responsibilities in accordance with all the provision of the sexual harassment of women at workplace (Prevention, Prohibition and Redressal) Act. 2013. The Presiding Officer and every member of the internal committee shall halt office for such period, not exceeding 3(three) years, from the date of their nomination as may be specify by the employer.

Signed by Dr J B Ekka

Date: 11-07-2023 17:26:08

Principal Secretary, Government of Assam,
Panchayat & Rural Development Department

Reason: Approved

PRD-12/482/2022-PRD(B)-Panchayat & Rural Development

I/217160/2023

Memo No.E-253085/DFA/253029-A, Dated Dispur, the 11th July, 2023

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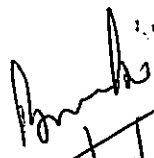
1. The Secretary Co-ordination, Office of the Chief Secretary, Assam.
2. The Secretary to the Govt. of Assam, Department of Women & Child Development, Dispur.
3. The Commissioner, Panchayat & Rural Development Department, Juripar, Guwahati-37
4. PS to Principal Secretary to the Govt of Assam, Panchayat & Rural Development Department.
5. All concerned member of the committee.
6. Departmental website.

By order etc.,

Signed by Baishali Nayak
Joint Secretary to the Govt of Assam,
Date: 11-07-2023 17:37:47
Panchayat & Rural Development Department

FORMAT

1	Name of Department	Panchayat & Rural Development Department
2	Whether Internal Complaint Committee (ICC) has been notified as required under section 4(1) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act. 2013 [POSH Act.] for all officers under the Department.	Yes, notified vide Office Order No.e-253085/DFA/253429, dated 11-07-2023
3	Whether the ICC's so constituted are strictly in terms of the provisions of the POSH Act.	Yes
4	Whether necessary information regarding the constitution and composition of the ICC's, details of the e-mail IDs and contact numbers of the designated person(s), the procedure prescribed for submitting an online complaint, as also the relevant rules, regulations and internal politics are made readily available on the website of the concerned Office/Authority/Functionary/Organisation/Institution/Body, as the case may be. (The information furnished on the website shall also be updated from time to time)	Yes
5	Whether ICC has been constituted by all the statutory bodies (under the Department as applicable) of Professionals at the State Level (including those regulating doctors, lawyers, architects, chartered accountants, cost accountants, engineers, bankers and other professionals) by Universities, colleges, Training Centres and educational Institutions and by Government and private hospitals/ nursing homes, falling under the Department.	Panchayat & Rural Development Department has already been instructed its subordinate offices to constitute ICC(s) under their purview vide letter No.
6	Whether immediate and effective steps have been taken by the authorities/ managements/ employees to familiarize members on the ICC's with their duties and the manner in which in enquiry ought to be conducted on receiving a complaint of sexual harassment at the workplace, from the point when the complaint is received till the enquiry is finally concluded and the Report submitted.	An orientation programme for all the members of the ICCs formed for the department and the directorate has been slated in the 3 rd July, 2023.
7	Whether the authorities/ managements/ employers are regularly conducting orientation programmes, workshops, seminars and awareness programmes to upskills members of the ICC's and to educate women employees and women's groups about the provisions of the POSH Act. The Rules and relevant regulations.	Action plans will be prepared accordingly.


 12/7/23