

F.No. Dir/Conf./CGWB/2015 7381
Government of India
Ministry of Water Resources
River Development & Ganga Rejuvenation
Central Ground Water Board
Bhujal Bhawan
NH-IV, Faridabad-121001

Dated: 01 DEC 2017

OFFICE MEMORANDUM

Sub: Complaints Committee for tracking the cases of sexual harassment of Women employees in CGWB – regarding

In continuation to CHQ, Faridabad's Office Memorandum No. 24-4/2002-GC-4947 dated 06.07.2016 on the subject matter, it is informed that complaints have been received from women employees of offices of the Board. In the light of these incidents, it is reiterated that since sexual harassment has been internationally recognized as a violation of women's basic right to enjoy a secure and non-threatening environment to access professional enhancement for the work that she does without the sacrifice of her dignity and freedom. In past, it was advised to constitute Internal Complaint Committee at Regional / Division / State Unit Offices of CGWB as mandated by Sexual Harassment of Women at Workplace (Pr. Prob & Redr) Act, 2013.

All Head of Offices are requested to please ensure that Internal Complaint Committee is constituted / in-existence in their offices. Feedback to this effect giving details of committee may please be forwarded to this office for information / record please.

All head of offices are once again requested to ensure due decorum should be maintained by all male officials while dealing with female colleagues.

A copy of OM referred is enclosed. It is requested to bring into the notice of all women employee in your office and paste this OM on the Notice Board of your offices, so that in future when a woman employee feels harassed, she may lodge a complaint to the Chairperson of the Complaint Committee through her Head of the Office.

This is issued with the approval of Chairman, CGWB.


(Sreekantan V.)
Sr. Administrative Officer

Distribution:

1. All Regional Directors / Executive Engineers / OICs, CGWB.
2. The Regional Director, CGWB, RGI, Raipur.
3. The Head of Office, CGWA, New Delhi.
4. The Under Secretary (GWE), MoWR, RD & GR, Shram Shakti Bhawan, New Delhi w.r.t. letter No. A-50/90/2017-GWE dated 22.11.2017.
5. The Programmer, CGWB, CHQ, Faridabad with the request to kindly upload the circular on the CGWB website under 'Important Circulares'.
6. Smt. Rumi Mukherjee, Scientist-C & Chairperson, Complaint Committee, CGWB, CHQ, Faridabad.
7. PA to Chairman, CGWB, CHQ, Faridabad.
8. PA / PS to Members, CGWB, CHQ, Faridabad.
9. All Sectional Heads, CGWB, CHQ, Faridabad

No. 24-4/2002 GC 179417
Government of India
Ministry of Water Resources
Central Ground Water Board,
Bhujal Bhawan
NH-IV, Faridabad
Dated

OFFICE MEMORANDUM

Sub: Complaints Committee for tracking the cases of sexual harassment of Women employees in CGWB
In supercession to this O.M. No.21-4/2002-GC-410 dated 15th Jan 2013 and with the approval of the Competitive Authority, A Complaint Committee is hereby reconstituted as under to look into the cases of sexual harassment to women officers/officials in CGWB.

1.	Smt. Rumi Mukherjee, Scientist-C, CGWB, CHQ, Faridabad	Chairperson
2.	Smt Babita Kaul, O.S. CGWB, CHQ, Faridabad	Member Secretary
3.	Smt. Gargee M. Baruah Sharma, AHG, CGWB, CHQ, Faridabad	Member
4.	Smt Geeta Passi, Private Secretary, CGWB, CHQ, Faridabad	Member
5.	Sh. Rakesh Gupta, Asst. Director (OL), CGWB, CHQ, Faridabad	Male Member

Since sexual harassment has been internationally recognized as a violation of women's basic right to enjoy a secure and non-threatening environment to access professional enhancement for the work that she does without the sacrifice of her dignity and freedom. Keeping this in view the Complaint Committee constituted above shall ensure that female enhancement in the work they are doing without sacrifice of their dignity and freedom. The Committee shall also ensure to initiate steps to implement the guidelines as laid down by the Hon'ble Supreme Court.

The Complaint Committee should take up a pro-active role as women employees are still either not aware or do not have full information about the complaint mechanism to be able to use when these women employees are harassed on sexual grounds.

The Complaint Committee may consider the association of an NGO, if there is a case of very sensitive nature or when the committee feels that there is a need to associate an NGO as the situation so demands. List of NGOs can be obtained from the National Commission for Women, 4 Deen Dayal Upadhyay Marg, New Delhi-110002.

The Complaint Committee may visit different offices of CGWB with a view to interact with the women employees and inform them about the setting up of the Committee and also apprise the women employees about the definition of sexual harassment and remedies available under the law. The Committee shall hold a meeting every month in order to update itself and for identifying the need for action if required.


(R.R. Nautiyal)
Administrative Officer

DISTRIBUTION:

1. Persons concerned
2. All Regional Directors, CGWB
3. All Executive Engineers, CGWB
4. All OICs, State Unit Offices, CGWB
5. CGWA, Curzon Road, New Delhi
6. CGWB, Jamnagar House, New Delhi
7. All Sections of CHQ, Faridabad

The Complaint Committee has now been reformed to look into the cases of sexual harassment of women employees of the Board. You are therefore requested to bring into the notice of all women employees in your office and also paste this OM on the Notice Board of your offices, so that in future when a woman employee is sexually harassed, she may lodge a complaint to the Chairperson of the Complaint Committee through her Head of the Office. The Contact Number of the Chairperson is 0129-2477129 & Member Secretary is 0129-2477226

8. PA to the Chairman, CGWB, Faridabad
9. PA/PS to Members, CGWB, Faridabad
10. PS to the Director (Admin.), CGWB, NH-IV, Faridabad
11. The Deputy Secretary (Coord), Ministry of Water Resources, Shram Shakti Bhawan, New Delhi for Information
12. Notice Board