

**CSIR-CENTRAL BUILDING RESEARCH INSTITUTE,
ROORKEE**

No.COA/Committee/2018

Dated: 17.10.20118

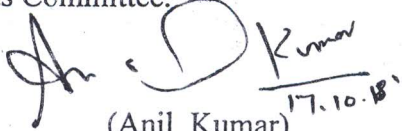
OFFICE MEMORANDUM

Sub:- Constitution of Complaints Committee under Section 4 of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013- reg.

1. Director, Central Building Research Institute, Roorkee has been pleased to constitute the Internal complaints Committee to look into the Sexual Harassment complaints pertaining to sexual harassment of women in work places. The member are as under :

Sr. No.	Composition of internal complaints committee	
1	Dr.Rajni Lakhani, Sr. Principal Scientist	Chairperson
2	Dr.Harpal Singh, Chief Scientist	Member
3	Sh.Anil Kumar, COA	Member Convener
4	Presiding Officer, Internal Complaints Committee, IIT Roorkee	Member
5	Smt.Deepti Karmakar, Technical Officer	Member
6	Smt. Sandhya Prakash	Member (NGO)

2. The Complaints Committee shall be deemed to be the inquiring authority appointed by the disciplinary authority for the purpose of CCS (CCA) Rules, 1965. The inquiry will be conducted as per provisions contained in Sexual Harassment of women at workplace (Prevention, Prohibition and Redressal) Act, 2013. The report to the complaints Committee should be treated as enquiry report. It will examine the complaints made against sexual harassment by women employee (s) and, if necessary, conduct an enquiry. On completion of the same, the Committee will submit its findings to the Director CSIR-CBRI for further necessary action.
3. The NGO member will be entitled to allowances and reimbursement of travel cost as per Rule 3 of sexual Harassment of Women at workplace (Prevention, Prohibition and Redressal) Rules, 2013 for holding the proceedings of the Complaints Committee.


(Anil Kumar) 17.10.18
Controller of Administration

Copy to :

1. All concerned persons
2. PS to Director
3. PA to COA
4. Notice Board
5. Sh.Amit Kush for CBRI website