



SPEED POST/E-MAIL/FAX

EMPLOYEES' STATE INSURANCE CORPORATION
(Ministry of Labour & Employment, Govt. Of India)
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No.60-C/12/18/2014-Estt.

Date: 21/05/2014

MEMORANDUM

Sub: Constitution of "Internal Complaint Committee" in connection with the sexual harassment of women at workplace (Prevention, Prohibition and Redressal) Act. 2013.

Pursuant to the enactment of the "Sexual Harassment Of Women At Workplace (Prevention, Prohibition & Redressal) Act. 2013 and in compliance with the provisions under Section 4 of the said Act., the Regional Director, Regional Office, ESIC, Jharkhand has approved the constitution of the "Internal Complaint Committee" as under:

- | | |
|---|-----------------------------|
| 1. Smt. Punam Bala, Assistant Director, R.O, ESIC, Ranchi. | Presiding Officer |
| 2. Shri Girish Kumar, Office Superintendent, R.O, ESIC, Ranchi. | Member Secretary |
| 3. Smt. Sanju, Assistant, R.O, ESIC, Ranchi. | Member |
| 4. Smt. Aparajita Mishra, State Coordinator, Maitri India, Ranchi | External Member
from NGO |

The jurisdiction of the said "Internal Complaint Committee" shall extend to the Regional Office & all the Branch Offices of ESIC, Jharkhand Region. The Presiding Officer and other members of the Committee shall hold Office for a period not exceeding three years from the date of issue of this Memorandum or up to the date of reconstitution of the Committee or till they cease to work in their Organization whichever is earlier.


(NISHANT KUMAR)
DY. DIRECTOR(ADMN.)

To: All the Members of the Internal Compliant Committee

Copy to:

1. The Director General (SCT), Hqrs. Office, ESIC, New Delhi.
2. The Director General (Vig.), Hqrs. Office, ESIC, New Delhi.
3. The Insurance Commissioner, P&A, Hqrs. Office, ESIC, New Delhi.
4. The Presiding Officer, Regional Office, ESIC, Ranchi
5. The SMC, R.O, ESIC, Ranchi.
6. All Branch Officers, Regional Office, ESIC, Ranchi, Jharkhand.
7. All Branch Managers, Branch Offices of ESIC, Jharkhand.
8. The Dy. Director (IT) for uploading the Memorandum on the Regional website of ESIC, Jharkhand.
9. The Web Content Manager, Hqrs. Office, ESIC, New Delhi for uploading this Memorandum on the website.
10. The General Secretary, ESIC Employees' Union, Jharkhand.
11. Hindi Cell for translation.
12. Notice Board.

Nishant Kumar
DY. DIRECTOR(ADMN.)