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भारत सरकार / GOVERNMENT OF INDIA
कौशल विकास एवं उद्यमिता मंत्रालय / MINISTRY OF SKILL DEVELOPMENT AND
ENTREPRENEURSHIP
प्रशिक्षण महानिदेशालय / DIRECTORATE GENERAL OF TRAINING
कौशल विकास एवं उद्यमिता क्षेत्रीय निदेशालय / REGIONAL DIRECTORATE OF SKILL
DEVELOPMENT AND ENTREPRENEURSHIP
कर्नाटकराज्य / KARNATAKA STATE
एफटीआई कैंपस, यशवंतपुर, बेंगलोर/FTI Campus, Yeswanthapur, Bengaluru

No.NSTI/1/2022/WHCommittee/ 1552

Date: 05.12.2022

OFFICE MEMORANDUM

In Compliance to DGT letter No.C-13011/1/2019 dated 11.11.2022 regarding Sexual harassment of women at workplace (Prevention, Prohibition and Redressal) Act 2013, an Internal Complaints committee with the following members has been constituted for redressal of the complaint, if any, of working women in this Regional Directorate.


Internal Complaints Committee (ICC)

S.No	Name of the Member	Position
1.	Ms. Naina Nagpal, AD RDSDE Karnataka	Chair person
2.	Mr. Swapndeeep Chouhan, AD NSTI Bengaluru	Member
3.	Mrs. Shobha Bai, TO, Women Welfare Officer NSTI Bengaluru	Member
4.	Mrs. Amrutha, TO NSTI(W) Bengaluru	Member
5.	Mr. Shreeshail Parasannavar, TO NSTI Bengaluru	Member
6.	Mrs. JS Satyanveshini, First Vice President, Lions Club Bangalore, Basaweshwaranagar Presidency	External Member (NGO)

Ms. Sonaji Meghana, AD will be the coordinator for the Internal Committee.

The Committee will consider the complaints from women employees of the RDSDE Karnataka, NSTI (General) and NSTI (W) Bengaluru relating to sexual harassment and ensure time bound addressing of complaints, in accordance with Govt.of India's instructions. The complaints committee should submit an annual report to the HOD of the Institute regarding the complaints recorded, and action taken by them for formally sending it to DGT (Headquarters).

Enclosed: DGT letter No.C-13011/1/2019 dated 11.11.2022


B.N Sridhar
Regional Director

- Copy to:**
1. All members of the committee and the coordinator
 2. Deputy Director/HOO/Principal, NSTI(W) Bengaluru
 3. Deputy Director/Principal, NSTI Bengaluru
 4. Amar Kumar, Deputy Director(Estt), DGT HQ
 5. Sadananda GN, President Lions Club Bangalore Basaweshwaranagar Presidency
 6. Notice Boards

File No.- C-13011/1/2019
Government of India
Ministry of Skill Development & Entrepreneurship
Directorate General of Training

Employment Exchange Building, Pusa
New Delhi, 11th November, 2022

OFFICE MEMORANDUM

Subject: Reconstitution of Complaints Committee against Sexual Harassment of Women at Workplace in the Directorate General of Training-regarding.

In compliance with guidelines on sexual Harassment cases of working women issued in the light of judgment of Hon'ble Supreme Court in the Writ Petition No. 666-70 of 1992 (Vishaka & others Vs. State of Rajasthan cases) , the sexual harassment of women at workplace (Prevention, Prohibition and Redressal) Act, 2013 was enacted wherein it was made mandatory for every employer to provide a mechanism to redress grievances pertaining to workplace sexual harassment and enforce the right to gender equality of working women. Accordingly, it has been decided with the approval of the Competent Authority to constitute Internal Complaints Committee (ICC) in this Directorate General to deal with the complaints of sexual harassment of women at work place with following composition:

S.No.	Name of Members	Position
1.	Mrs. Sandhya Salwan, Deputy Director General	Chairperson
2.	Ms. D Shanthi, DD, CFI	Member
3.	Ms. Hazel Siromoni, YWCA	Member
4.	Ms. Sunita Bhat, AD, Coordination	Member
5.	Shri Amar Kumar, DD, Establishment-II	Member

2. The Committee will consider the complaints from women employees of the DGT HQ relating to sexual harassment. The work "Sexual Harassment" will include such unwelcome sexually determined behavior, whether directly or otherwise such as;

- I. Physical contact and advance;
- II. Demand or request for sexual favors;
- III. Sexually coloured remarks;
- IV. Showing any pornography; or
- V. Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

3. The committee will provide, wherever necessary, a special counselor or other support service including maintenance of confidentiality of the complaints and ensure time bound treatment and Redressal of complaints made by women employees.

4. The terms of reference of the Committee shall be as under:

- i. The Internal Complaints Committee shall look into all complaints of sexual harassment at workplace in DGT and devise effective measures to ensure a better environment for women at workplace. [t would also welcome complaints, grievances or suggestions, if any, in this regard to ensure a congenial atmosphere to the working of men and women
- ii. The Chairperson and every member of the ICC shall hold office for a period of three years or till further orders, whichever is earlier.
- iii. The Committee shall be effective and functional at all times.
- iv. The Committee shall prepare a report for inclusion in the Annual report of the Ministry.

5. All NSTIs and RDSDES (including all institutes/autonomous bodies) are requested to set up their own similar committees for their respective organizations, if already not set up.

6. As per the guidelines, the Committee shall meet at least once in every quarter even if no live case is available, to review the preparedness and fulfill the requirements of the apex Court's judgment in Vishaka case. The committee shall be responsible for appropriate action in this regard.



Amar Kumar
Deputy Director (Estt)

Copy to :

1. All Members of the Committee
2. Sr. PPS to DG(T), PPS to DDG
3. All field Institute under Directorate General of Training for information and necessary action
4. All Sections of DGT
5. NIC for uploading on DGT's Website