

**OFFICE ORDER**

**Subject: Reconstitution of Internal Complaints Committee under Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 in Office of the DC(H) to redress complaints of Sexual Harassment of Working Women Employees**

In exercise of the powers contained in Section 4(1) & (2) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the Internal Complaints Committee of Office of the DC(Handicrafts), Ministry of Textiles for redressal of complaints of sexual harassment of women at workplace is reconstituted with the following composition:

1. Ms. Mudita Mishra, Add. Dev. Commissioner (Handicrafts) - Presiding Officer,
2. Shri Manjuswmy DT, Assistant Director(H) - Member,
3. Smt. Charu Arora, HPO - Member,
4. Ms. Samantha Fernandez, Member - Member.  
Young Women Christian Association.

2. As per Section 4(3) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the term of the Presiding Officer and every member of the Internal Complaints Committee shall be **three years** from the date of the Constitution of the Committee.

3. As per Section 21 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the Internal Complaints Committee shall in each calendar year submit an annual report to the Employer.

This issues with the approval of the Development Commissioner (Handicrafts)

*P. Pandey*  
31.07.2023  
(Pradyuman Pandey)  
Assistant Director (Admn.)

To,

1. Ms. Mudita Mishra, Add. Dev. Commissioner (Handicrafts), Office of the DC(H), Hqrs office, New Delhi.
2. Shri Manjuswmy DT, Assistant Director(H), Office of the DC(H), Hqrs office, New Delhi.
3. Smt. Charu Arora, HPO, TFC Section, Office of the DC(H), Hqrs office, New Delhi.
4. Ms. Samantha Fernandes, Tower 11, Flat 1004, Orange County, GH4, Ahinsa Khand-1, Indirapuram, Ghaziabad-201014..
5. Smt. Jayashree Sivakumar, Under Secretary, Ministry of Textiles, Udyog Bhawan, New Delhi.
6. All Sections of the Office of the DC(H), Hqrs office, New Delhi.
7. All Regional Offices of the O/o the DC(H)-NRO-New Delhi, SRO-Chennai, WRO-Mumbai, ERO-Kolkata, CRO-Lucknow, NERO-Guwahati for information and further necessary action.
8. PA to DC(H)/ PPS to ADC(H)/PA to Sr. Director(H)/ PA to Joint Director(H).
- ✓ 9. Shri Susheel Kumar KS, AD(H), O/o the DC(H), Hqrs office, New Delhi with the request to upload the aforesaid order on the website of the Department immediately.
10. Guard File.