



No.A-60010/1/2014-E-II
Government of India
Ministry of Health & Family Welfare
(Department of AYUSH)

AYUSH Bhavan, 'B' - Block,
GPO Complex, INA, New Delhi - 110 023
Dated, the 16th January 2014

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OFFICE MEMORANDUM

Subject: Complaints Committee for Prevention of Sexual Harassment of Women in the Department of AYUSH.

In compliance with the instructions of the Department of Women & Child Development issued *vide* Notification dated 09.12.2013 and in pursuance of the Hon'ble Supreme Court's guidelines and norms to provide a complaint mechanism for prevention of sexual harassment of women at work place, a Complaints Committee is constituted with the following composition:

S. No.	Name & Designation	Status	Telephone No. (Office)	Official Address
1.	Smt. Meenakshi Negi Deputy CEO, NMPB	Chair-person	24651810	Room No.309, National Medicinal Plants Board, AYUSH Bhawan, 3 rd Floor, GPO Complex, INA, New Delhi-110023
2	Shri R S Sinha Director (Vig)	Member	24651969	Room No.211-E, Department of AYUSH, AYUSH Bhawan, 2 nd Floor, GPO Complex, INA, New Delhi-110023
3	Shri Ramanand Meena Deputy Secretary	Member	24651965	Room No.208, Department of AYUSH, AYUSH Bhawan, 2 nd Floor, GPO Complex, INA, New Delhi-110023
4.	Representative of All India Women Conference	Member		To be nominated
5.	Smt Jasmine James Under Secretary	Member-Secretary	24651975	Room No.111-B, Department of AYUSH, AYUSH Bhawan, 1 st Floor, GPO Complex, INA, New Delhi-110023

2. The Complaints Committee shall consider/hear complaints from the women employees posted in the Department of AYUSH. Ministry of Health & Family Welfare and take appropriate action on such complaints. The manner of inquiry into the complaint has been specified in the Notification issued by the Ministry of Women and Child Development *vide* GSR 769(E) dated 09.12.2013.

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3. The Complaints Committee shall meet once in a quarter even if there is no live case and submit Quarterly Report and an Annual Report to the Department on the complaints received and action taken thereon by the Committee. The report may be sent by the Chairperson within one month of the closing of a calendar year for submission to Secretary, Department of AYUSH.

4. This issues with the approval of Secretary (AYUSH).

ok

Chandra Shekhar
Under Secretary to the Govt. of India
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1. Smt. Meenakshi Negi, Dy. CEO, NMPB
2. Director (R)
3. Deputy Secretary (RM)
4. Under Secretary (JJ)

Copy for information and necessary action to:-

Smt. Bina Jain
President,
All India Women's Conference
Sarojini House, 6-Bhagwan Dass Road,
New Delhi-110001

It is requested that a representative may be nominated on the Complaints Committee, who may take part in the meeting from time to time. The name and contact details of the nominee may be furnished to this Department at the earliest.

Copy for information to:

1. PS to HFM/ MOS(SC)
2. PPS to Secretary (AYUSH)
3. JS(RPS)/ JS(BP)/ JS(AKG)/ Adviser (Unani)/ CEO, NMPB
- ✓ 4. All NPOs of AYUSH/ NMPB
5. All other officers/Sections of AYUSH/ NMPB
6. DGs/Directors, RCs/NIs/HPL/PLIM/MD, IMPCL
7. Notice Board, AYUSH Bhawan
8. It Adv (MN), Web Coordinator
9. Tech Dir, NIC for uploading on the web site of AYUSH.