

**No. H-11013/01/2014-Ad. I-DARPG (1635)**  
**Government of India**  
**Ministry of Personnel, PG and Pensions**  
**Department of Administrative Reforms & Public Grievances**

**6<sup>th</sup> Floor, STC Building**  
**Tolstoy Marg, New Delhi.**  
**Dated the 3<sup>rd</sup> March 2025**

**OFFICE MEMORANDUM**

**Subject: Re-constitution of Internal Complaints Committee for Prevention of sexual harassment of working women in the workplace.**

In partial modification to this Department's O.M. of even number dated 14.06.2024 on the above subject and with the approval of the Competent Authority, the Internal Complaints Committee (ICC) is re-constituted as under:

- |       |                                 |   |                    |
|-------|---------------------------------|---|--------------------|
| (i)   | Ms. Jaya Dubey, Joint Secretary | - | <b>Chairperson</b> |
| (ii)  | Shri Hari Krishan Bhatt, DS     | - | Member             |
| (iii) | Ms. Sarita Taneja, DS           | - | Member             |
| (iv)  | Dr. Sonajharia Minz, YWCA       | - | NGO member         |
| (v)   | Sanjeeta Chatterjee, US         | - | Member Secretary   |

2. The ICC shall deal with the cases/complaints in accordance with the provisions of the "Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, and guidelines issued by M/o Personal, Public Grievances and Pensions from time to time.

3. The Women Employees of the Department of Administrative Reforms & Public Grievances may bring their problems, grievances and complaints, if any, to the notice Committee. The work of Member Secretary will be convening the meeting of the Committee Quarterly, conduction workshops/seminars, submitting the monthly action taken report of cases to WCD etc. and any work assigned by the Chairperson on the subject.

  
(D.D.Nimje)

Under Secretary to the Govt. of India  
Tele: 23440354

To,

1. Ms. Jaya Dubey, Joint Secretary (PG & CVO), DARPG, Sardar Patel Bhawan, New Delhi.
2. Shri Hari Krishan Bhatt, Deputy Secretary, DARPG, STC Building, New Delhi.
3. Ms. Sarita Taneja, Deputy Secretary, DARPG, STC Building, New Delhi.
4. Dr. Sonajharia Minz, YWCA, Jai Singh Road, New Delhi.
5. Ms. Sanjeeta Chatterjee, Under Secretary, DARPG, STC Building, New Delhi.

Copy to:

1. PPS to Secretary (DARPG)/
2. PPS to AS (AR/D&D)
3. PA to JS (e-Gov/Admn)/ PSO to JS (PG).
4. All Officers and staff through e-office notice board.
5. All temporary and contractual staff through their employer.

12/10/25  
03/10/25

(D.D.Nimje)

Under Secretary to the Govt. of India

Tele: 23440354