

RIFLE FACTORY ISHAPORE
OFFICE CIRCULAR

NO. 435

DATE: 08/08/2019

Sub: Re-constitution of Internal Complaints Committee under Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

Ref: i) RFI CIRCULAR No.372 dated: 10/07/2019
ii) RFI CIRCULAR No. 377 dated: 11/07/2019

With reference to the office circulars referred above, as per the guidelines contained in the Handbook on Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013, issued by Ministry of Women & Child development, the Internal Complaints Committee, a complaints mechanism for working women in Rifle Factory Ishapore, is hereby re-constituted as follows:

Sl.No.	Name of Members	Identity	Post hold in I.C.C.
01.	DR. SHARMISTHA RAY	PMO(SG)/OFH,ISHAPORE	CHAIRPERSON
02.	SHRI GOPAL KUMAR	DY.GM/RFI	MEMBER
03.	SHRI VIKASH KUMAR	WM/RFI	MEMBER
04.	SMT. SHAKUNTALA MAHARANA	MEMBER OFWWA, ISHAPORE	MEMBER
05.	SMT. SIKHA CHATTERJEE	JWM(SG)/R.F.I.	MEMBER

All Officers/Members mentioned above will take charges with immediate effect and the above Internal Complaints Committee will report to General Manager/R.F.I. accordingly.

This Office Circular is superseded vide circular under referred above.


(SAURABH SINGH)
DY. GENERAL MANAGER/ADMIN
FOR GENERAL MANAGER

Copy forwarded for distribution to:

1. The Secretary, Ordnance Factory Board, Section- Per/Policy, 10-A, S.K.Bose Road, Kol-01
2. The General Manager/ Metal & Steel Factory, Ishapore
3. Dr. Sharmistha Ray, PMO(SG)/OFH, Ishapore, Chairperson/ICC for RFI.
4. All Officers ---- for information and necessary action.
5. All Head of Section ---- for information and wide publicity among employees under your control.