



F.2-13/1647/KV1.-Akhnoor/2022-23/

31 July, 2023

The Hon'ble Chairman,
Vidyalaya Management Committee,
Kendriya Vidyalaya No.1, Akhnoor.

CONSTITUTION OF INTERNAL COMPLAINTS COMMITTEE – REG.

Respected Sir,

1. With reference to the even letter no. F.2401/2022/KVS (Jammu Region)/9477-9574, dated July 24, 2023, subject constitute, re-constitute, or modify in the Internal Complaint Committee,
2. Kindly ref to the the provisions under Chapter-II, Section 4(2) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 enforced on 09 December 2013.
3. In terms of its compliance, the following Internal Complaints Committee is hereby constituted to deal with the complaints regarding sexual harassment of women employees working at this school: -

SN	Nomenclature	Name of the Nominated Member
1	Presiding Officer, Assistant Commissioner, KVS(RO) Dehradun Region	Convener of the Internal Complaints Committee constituted at KVS RO Dehradun Region, Smt. Swaty Agarwal (acacadvksroddr@gmail.com) - 0135-2749510
2	NGO member (External member)	Mr. Paras Goel, Member, UMEED (A social service organisation for social welfare & charity), Regd. Akhnoor – 9697080680
3	Female Members (Internal members)	(i) Mrs. Madhu Bala PGT-Eng. (madhubhagat22@gmail.com) - 9086791701 (ii) Mrs. Meenu Ghai TGT WE (minu123ghai@gmail.com) 7006083127 (iii) Ms. Nisha PRT (ns1641990@gmail.com) 9958614640
4	Male Members (Internal members)	(i) Sh. Ravindra Chauhan PGT Hindi (Coordinator) (cravindra84@gmail.com) - 9350762888 (ii) Sh. Haneef Khan TGT Hindi (haneefheerhindikvk@gmail.com) - 9797424725 (iii) Sh. Rajesh Kamal TGT-Math (rajeshkamal985@gmail.com) - 9729776890

TERMS AND CONDITIONS:

- i. The date and time for conduct of enquiry (if any) shall be scheduled as per the directions received from the Hon'ble Presiding Officer.
- ii. The inquiry will be conducted in terms of the guidelines contained in the judgement dated 13-08-1997 of the Hon'ble Supreme Court in Vishaka and Others Versus State of Rajasthan & others and order dated 26-04-2004 passed by the Hon'ble Supreme Court in the case of Medha Kotwal Lele & Others Vs Union of India & others.
- iii. It is mandatory to have one NGO member while investigating the cases of sexual harassment of women employees at workplace.

- iv. Submission of enquiry report with specific findings and supporting documents along with the comments/recommendations within a reasonable period from the date of such receipt of a complaint.
- v. Internal members of the committee are directed to hand over the charge & records to appropriate persons before relieving from the school while on transfer, leave or retirement and compliance report is to be submitted at the office.
- vi. Other provisions as per the Chapter-II, Section 4(3-5) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

Yours' faithfully


(Surinder Singh)
Principal
Office Principal
केन्द्रीय विद्यालय न०-१
Kendriya Vidyalaya No-1
अखनूर / Akhnoor

APPROVED / NOT-APPROVED

✓


(BRIG. ASHISH RIKHYE)
DY. GOC HQ 10-INF. DIVISION
THE HON'BLE CHAIRMAN, VMC
अध्यक्ष/Chairman
विद्यालय प्रबन्धक समिति
Vidyalaya Management Committee
केन्द्रीय विद्यालय क्र०-१ अखनूर
Kendriya Vidyalaya No-1 Akhnoor