

PUBLIC GRIEVANCES COMMISSION

Govt. of NCT of Delhi,
M-Block, 11nd Floor, Vikas Bhawan, I. P. Estate, New Delhi-110110

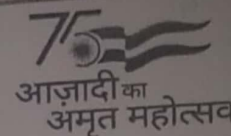
Tel No. 011-23379900, 23379901, FAX: 011-23370903

(Website : www.pgc.delhigovt.nic.in, E-mail : pgcdelhi@nic.in)

F.3 (422)/2011/PGC/Estt/

4716-4722

Dated: 31/8/2023



OFFICE ORDER

In supersession of earlier order No. F3 (422)/2011/PGC/Estt/Pt.file/11343-11350 dated 10.01.2023 and in compliance of section 4 of 'The Sexual Harrasment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the HOD (PGC) is pleased to re-constitute the Internal Complaints Committee for considering complaints of sexual harassment of working women in Public Grievances Commission, Govt. of Delhi, consisting of following members.

S.No.	Name of the Officer	Designation
1.	Smt. Neelam Sharma, P.S.	Convenor/Presiding Officer
2.	Smt. Sangeeta Marwaha, P.S.	Member
3.	Sh. Ravi Kumar, Section Officer	Male Member
4.	Ms. Nirmala Prabhakaran (Member YWCA)	Member

The Internal Complaints Committee shall discharge the following functions:

- Enquire into the complaints of sexual harassment within the department and report the same to the State Complaints Committee within a specific time frame. For this purpose, sexual harassment should include such unwelcome sexually determined behaviour (whether directly or by implication) as mentioned below:
 - Physical contact and advances.
 - A demand or request for sexual favours.
 - Sexually coloured remarks.
 - Showing pornography.
 - Any other unwelcome physical or non-verbal conduct of sexual nature.
- Recommend the action to be initiated in each case.
- Ensure that the victims or witnesses are not victimised or discriminated against. The committee shall also examine whether the victim should have the option to seek transfer of the perpetrator or their own transfer.
- The Committee shall meet once in a fortnight and keep record of its minutes.
- The Internal Complaints Committee shall submit a detailed quarterly report of the complaints received and the action taken thereof to the State Complaints Committee, with its headquarters at I. P. Estate, New Delhi.

This issues with the approval of HOD(PGC)/ACS (AR).

(KAMAL DEEP)

DEPUTY SECRETARY (ADMN.)/HOO

Dated: 31/8/23

F.3 (422)/2011/PGC/Estt/ 4716-4722

Copy for information and necessary action to:

1. P.S. to ACS A.R. Department, GNCTD, for information.
2. P.S to Secretary, Public Grievances Commission, New Delhi, for information of the Secretary, PGC.
3. The Deputy Secretary, Delhi Commission for Women, 2nd Floor, C-Block Vikas Bhawan, New Delhi.
4. Smt. Neelam Sharma, Private Secretary, Public Grievances Commission, New Delhi.
5. Smt. Sangeeta Marwaha, Private Secretary, Public Grievances Commission, New Delhi.
6. Sh. Ravi Kumar, Section Officer, Public Grievances Commission, New Delhi.
7. Ms. Nirmala Prabhakaran, 143, Suraj Kund Apartments, New Delhi-110044.

DEPUTY SECRETARY (ADMN.)/HOO

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
PUBLIC GRIEVANCES COMMISSION
M-BLOCK, 2nd Floor, VIKAS BHAWAN, I.P. ESTATE: ESTATE, NEW DELHI-110110.
Tel No. 011-23379900, 23379901, FAX: 011-23370903
(Website: www.pgcdelhigovt.nic.in, E-mail : pgcdelhi@nic.in)

F.1(153)/2022-23/GeM/CT/PGC.

Dated:

OFFICE ORDER

I am to convey the approval of HOD (PGC)/ACS(AR), GNCT of Delhi, to constitute an independent Local Purchase Committee, comprising of following officers/officials:-

S.No.	Post	Designation	Name
1	Deputy Secretary (Grievances)	Chairman	Smt. Mamta Gaur
2	Section Officer (Admn.)	Member	Sh. Rajeev Kumar
3	Assistant Accounts Officer	Member	Sh. Prem Kapoor
4	Assistant Programmer (In case of, purchase of Computer systems/peripherals only)	Member	Sh. Rajesh Mishra

The above committee is constituted for the purpose of purchase of Computer Systems, Computer Peripherals, other store materials and office equipments etc. The committee will ascertain the reasonability of quality, rate specification and identity the appropriate supplier.


(VIJAY KUMAR)
SECTION OFFICER (CT)

F.1(153)/2022-23/GeM/CT/PGC. 633-637

Dated: 27/4/23

Copy to :-

1. PS to ACS (AR), Delhi Secretariat, I.P.Estate, New Delhi.
2. PS to Secretary (PGC), M Block, Vikas Bhawan.
3. All PGC's Deputy Secretaries.
4. All Members of Purchase Committee.
5. Guard File.


(VIJAY KUMAR)
SECTION OFFICER (CT)

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI

PUBLIC GRIEVANCES COMMISSION

M-BLOCK, 2nd Floor, VIKAS BHAWAN, I.P. ESTATE: ESTATE, NEW DELHI-110110.

Tel No. 011-23379900, 23379901, FAX: 011-23370903

(Website: www.pgcdelhigovt.nic.in, E-mail : pgcdelhi@nic.in)

F.1(09)/2023/CT/PGC.

Dated: -

OFFICE ORDER

I am to convey the approval of HOD (PGC)/ACS(AR), GNCT of Delhi, to constitute Condemnation Committee, comprising of following officers/officials:-

S.No.	Post	Designation	Name
1	Deputy Secretary (Grievances/DRTI)	Chairman	Sh. Ravindra Singh
2	Section Officer (Grievances)	Member	Sh. Ravi Kumar
3	Assistant Accounts Officer	Member	Sh. Prem Kapoor
4	Assistant Programmer	Member	Sh. Rajesh Mishra

The above committee is constituted for the purpose of Condemnation of Computer Systems, Computer Peripherals, other store materials and office equipments.

S.O (CT)/Caretaker will process the matter of Condemnation of items and timely submit the proceedings of Condemnation Committee for further approvals.


(VIJAY KUMAR)
SECTION OFFICER (CT)

F.1(09)/2023/CT/PGC. 317

Dated: 17/4/23

Copy to :-

1. PS to ACS (AR), Delhi Secretariat, I.P.Estate, New Delhi.
2. PS to Secretary (PGC), M Block, Vikas Bhawan.
3. All PGC's Deputy Secretaries.
4. All Members of Condemnation Committee.
5. Guard File.


(VIJAY KUMAR)
SECTION OFFICER (CT)

PUBLIC AFFAIRS COMMISSION

M. Block, and Prof. Vikas Bhawan, L. P. Estate, New Delhi-110018.

Dated: 1901/2/2

OFFICE ORDER

In supersession of earlier order No. F3 (422)/2011-PGC/HRP/19658-76 dated 03.12.2018 and in compliance of section 4 of 'The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the HOD (PGC) is pleased to re-constitute the Internal Complaints Committee for considering complaints of sexual harassment of working women in Public Grievances Commission, Govt. of Delhi, consisting of following members:

The Internal Complaints Committee shall discharge the following functions:

- (a) Physical contact and advances.
- (b) A demand or request for sexual favours.
- (c) Sexually coloured remarks.
- (d) Showing pornography.
- (e) Any other unwelcome physical or non-verbal conduct of sexual nature.

- (ii) Recommend the action to be initiated in each case.
- (iii) Ensure that the victims or witnesses are not victimised or discriminated against for reporting or for not reporting the offence, or that the victims or witnesses are not subjected to retaliation or further abuse.

- (iv) The Internal Complaints Committee shall submit a detailed quarterly report of the complaints received and the action taken thereon to the State Complaints Committee, which is headquartered at 1, P. Estate, New Delhi.

This issue with the approval of HOD (PGC/VACS (AR).

DEPUTY SECRETARY (ADMIN. SEC.)
KAMAL DEB
11/43-350
F 1423/2011/PQC/Enq/P. file

(KAMAL DEEP)
DEPUTY SECRETARY (ADMIN/HOO)