

**NATIONAL INSTITUTE OF SCIENCE COMMUNICATION AND INFORMATION RESOURCES  
DR. K.S. KRISHNAN MARG NEW DELHI – 110012**

No. 1(57)/2003-vig.

8th August, 2016

**OFFICE MEMORANDUM**

In pursuance of the instructions issued by the Govt. of India vide Gazette of India notified by Ministry of Women and child development dated 9.12.2013, Director, NISCAIR has been pleased to constitute the Internal committee for redressal of complaints made by a woman employee regarding sexual harassment at NISCAIR:

- |   |                 |
|---|-----------------|
| 1. Mrs. Charu Verma, Principal Scientist            | Chairperson     |
| 2. Mrs. Kanika Malik, Sr. Scientist                 | Member          |
| 3. Shri C B Singh, Sr. Principal Scientist          | Member          |
| 4. Mrs. Neeru Sharma, Principal Technical Officer   | Member          |
| 5. Mrs. Shabnam Khan, (Mewat Development Society)   | Member          |
| 6. Administrative Officer or Section Officer (Estt) | Member-Convener |

The Gazette of India notified vide dated 9.12.2013 also provides that sexual harassment shall include such unwelcome sexually determined behaviour, whether directly or otherwise, as:

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

In accordance with the instructions issued by GoI, it is desirable for the above committee to meet once in a quarter, even if there is no live case and review preparedness to fulfill all requirements of the Vishakha judgment. Member of NGO shall be paid suitable Honorarium and TA as per CSIR Rules.

The tenure of the Committee shall be for a period of three years from the date of issue of this OM.



(Simesh Verma)

Controller of Administration

Copy to:

1. Chairperson and all Members of the Committee
2. All HODs of NISCAIR with the request to bring this to the notice of all staff working under them.
3. PS to Director
4. PS / PA to Sr. COA / COA/AO
- ✓ 5. H / IT with the request to host this OM on NISCAIR's website
6. Notice Boards (at both locations)
- 7. Rajbhasha Unit for Hindi translation