



उप-क्षेत्रीय कार्यालय  
SUB REGIONAL OFFICE  
कर्मचारी राज्य बीमा निगम  
EMPLOYEES' STATE INSURANCE CORPORATION  
शहीद उधम सिंह नगर  
SHAHEED UDHAM SINGH NAGAR  
जालंधर / JALANDHAR

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No. Pb./29/Jal/SRO/Vig./2011

Dated:15/05/2014

**Memorandum**

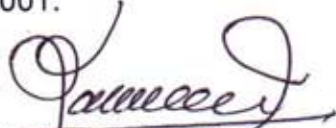
Sub:- Setting up of "Internal Complaints Committee" in connection with the sexual Harassment of Women at workplace(Prevention, Prohibition and Redressal)Act,2013.

In pursuance of Headquarters'office letter No. A-12/18/1/Policy/14-SCT dated 13/03/2014 and under section 4 of The Sexual Harassment of Women at workplace(Prevention, Prohibition and Redressal)Act,2013 published in The Gazette of India (Extraordinary) dated 23/04/2013, the Joint Director(Incharge) has approved the "Internal Complaints Committee" consisting of the following members for ESIC, Sub Regional Office, Jalandhar to provide protection against sexual harassment of women at workplace and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto.

1	Smt. Parvinder Kaur	Social Security Officer	Presiding Officer
2	Dr.S.P.Dogra	Member of Regional Board, ESIC	External Member
3	Sh. Sonam Dawa	Deputy Director	Member
4	Smt. Ritu Bhalla	Office Superintendent	Member
5	Smt. Sudesh Chadha	Office Superintendent	Member

The Presiding officer and every member of the Internal Complaints Committee shall hold the office for such period not exceeding three years from the date of issue of this order.

All the women employees of SRO Jalandhar and its Branch offices are, therefore, informed that their grievances, if any, may be brought to the notice of "Internal Complaints Committee" SRO, ESI Corporation, SUS Nagar, Jalandhar,Punjab-144001.

  
(BALDEV RAJ)  
DY. DIRECTOR (ADM.)

Copy to:-

1. All members of "Internal Complaints Committee" along with the copies of the Act,2013.
- 2.All Officers/Staff.SRO Jalandhar and its Branch offices.
- 3.All Branches \_\_\_\_\_,SRO Jalandhar.
- 4.All Branch offices \_\_\_\_\_ for information.
- 5.The Director General(SCT),ESIC,Headquarters'office,Panchdeep Bhawan,New Delhi.
- ✓6.The Website Content Manager,Hqrs.office,ESIC Hqrs.office,Panchdeep Bhawan,New Delhi for uploading in the ESIC website.
- 7.Notice Board.