

No.18/3/97-4GSIII

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Chief Secretary to Government, Haryana.

To

1. All Heads of Departments Commissioner Ambala, Hissar, Rohtak and Gurgaon Division
2. All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana and
3. The Registrar, Punjab and Haryana High Court, Chandigarh.

Dated, Chandigarh the 5th October, 1999.

Subject: Complaint Committee constituted for Sexual Harassment of women at work place.

Sir,

I am directed to invite your attention to the Haryana Government's circular letter No.18/3/92-2GS-I, dated 3rd June, 1998 vide which it was requested to constitute complaints committee in every department regarding prevention of Sexual Harassment of women at work places. The matter has further been examined by the Government and with a view to safeguard the dignity of the women and to ensure effective committee it has been further decided by the Government to incorporate the following provisions for the consideration of the existing complaints committees: -

1. Two more members may be included in the existing Departmental Committees as under: -
 - i. One female member form non-Governmental Organization.
Such a member could be from social workers organization, women activists or lawyers or wellversed with such cases of Sexual harassment.
 - ii. One male officer of gazetted category may also be included as member of the complaints committee.
2. It has also been decided that the findings of the complaints committee are to be followed by charge-sheet/disciplinary action and no other preliminary enquiry is to be held by the competent authority.
3. The complaints committee will adopt its own methodology for conducting an enquiry into a complaint as speedily and discreetly as possible. In particular it would ensure that victims or witnesses are not victimized or discriminated against while dealing with complaints sexual harassment and that confidentiality is ensured.
4. I am accordingly to request you that suitable clauses kindly be inserted in the departmental committee already constituted in case any department has not constituted the committee so far, the same be constituted without any further delay.

Yours faithfully,

me

Sd/-

A Copy is forwarded to all the Financial Commissioner/ Commissioner's & Secretaries to Government, Haryana, with the request to bring these instructions to the notice of all officers/officials/ working under their kind control for their information/necessary action and strict compliance.

Sd/ -

Under Secretary General, Administration,
for Chief Secretary to Government, Haryana.

To

All the Financial Commissioner & Secretary to Government,
Commissioners and Secretaries to Government, Haryana.

U.O.No. 18/3/97-4GSIII

Dated Chandigarh, the 5th October, 1999.

Endst.No. 18/3/97-4GSIII

Dated Chandigarh, the 5th October, 1999.

A Copy is forwarded to Member Secretary, Haryana, Bureau of Public Enterprises, Chandigarh with the request to bring these instructions to the notice of all the Boards/Corporations and Public Undertakings for information/necessary action and strict compliance.

Alles to cl.

[Signature]
Superintendent,
General Services Branch III
Haryana Civil Secretariat
Chandigarh.

Sd/-
Under Secretary General, Administration,
for Chief Secretary to Government, Haryana.

[Extract from Haryana Government Gazette, dated the 21st Deceml

HARYANA GOVERNMENT

GENERAL ADMINISTRATION DEPARTMENT

Notification

The 2nd December, 1999

No. 5/1/98-4 GS-III.—In partial modification of Haryana Government notification No. 5/1/98-4GS-III, dated 22nd December, 1998, the Governor of Haryana is further pleased to appoint Joint Secretary to Government, Haryana, General Administration Department as Member-Secretary by designation of the State Level Complaints Committee.

RAM. S. VARMA,
Chief Secretary to Government, Haryana.

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