



## व्यावहारिक प्रशिक्षण बोर्ड (पूर्वी क्षेत्र) BOARD OF PRACTICAL TRAINING (EASTERN REGION)

भारत सरकार के मानव संसाधन विकास मंत्रालय के उच्चतर शिक्षा विभाग के अधीन  
UNDER MINISTRY OF HUMAN RESOURCE DEVELOPMENT, GOVT. OF INDIA, DEPARTMENT OF HIGHER EDUCATION



सशक्त युवा, समर्थ भारत  
www.mhrdnats.gov.in

### **Internal Complaints Committee related to Sexual Harassment and Violence against women at their work-place**

With the rise of acts of violence and offenses against women in the country in recent times, the issues of women's safety and security has sparked a slew of fresh deliberations in the nation. In the backdrop of this larger debate, with due attention to the facts that there has been a substantial increase of women employee and some untoward incidents of offensive behavior towards the women do happen at Centrally funded Institutes and other campuses, women's safety in the building and its premises is both a timely and important issue for BOPT(ER) to deliberate upon.

In pursuance of the direction of the Hon'ble Supreme Court in VISHAKA and ORS. vs. STATE OF RAJASTHAN and ORS. (JT 1997(7) SC 384), the board constituted a Standing Committee in 2001 to effectively deal with cases of violence against women in the office premises.

Presently, this cell functions as the "Internal Complaints Committee" as designated under the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

One or more of the following unwelcome acts or behavior (whether directly or by implication) namely:

- Physical contact or advances; or
- A demand or request for sexual favours; or
- Making sexually coloured remarks; or
- Showing pornography; or
- Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

may be reported to the Internal Complaints Committee Cell.

The following circumstances, among other circumstances if it occurs or is present in relation to or connected with any act or behavior of sexual harassment may amount to sexual harassment:-

- Implied or explicit promise of preferential treatment in her employment; or
- Implied or explicit threat of detrimental treatment in her employment; or
- Implied or explicit threat about her present or future employment status; or
- Interference with her work or creating an intimidating or offensive or hostile work or environment for her; or
- Humiliating treatment likely to affect her health or safety.

This cell undertakes inquiries with regard to complaints of sexual harassment from aggrieved women employees (as defined under the Act, 2013). The complaint is kept totally confidential, and adequate protection is provided to the complainant, where necessary. Complaints are heard expeditiously while adhering to the principles of Natural Justice. Necessary recommendations are provided to the Authority on the basis of the findings of the inquiry.

#### **Where and Whom to Lodge a Complaint**

If you are a victim of sexual harassment or perceive yourself to be, immediately contact (personally or through telephone / written request / e-mail)-any of the committee members of the Cell. Alternatively, e-mail can be sent to ad3@boptr.gov.in. The complaint and the identity of the complainant will be kept CONFIDENTIAL.





दूरभाष } (033) 2337-0750  
Phone } (033) 2337-0751  
फैक्स } (033) 2321-6814  
Fax }

ब्लॉक - ईए, सेक्टर - I  
(विपरीत लाबोनी संपदा)  
साल्ट लेक सिटी,  
कोलकाता - 700 064

**व्यावहारिक प्रशिक्षण बोर्ड (पूर्वी क्षेत्र)**  
**BOARD OF PRACTICAL TRAINING (EASTERN REGION)**  
मानव संसाधन विकास मंत्रालय, भारत सरकार  
उच्चतर शिक्षा विभाग के अधीन  
UNDER MINISTRY OF HUMAN RESOURCE DEVELOPMENT, GOVT. OF INDIA  
DEPARTMENT OF HIGHER EDUCATION



ई-मेल } boptr@gmail.com  
E-mail }  
वेबसाइट } www.boptr.gov.in  
Website }

Block-EA, Sector - I  
(Opposite Labony Estate)  
Salt Lake City,  
Kolkata - 700 064

BOPT/C/Admin-155/Conduct/78

April 16<sup>th</sup>, 2015

**Office Order**

**Subject : Selection of Internal Complaints Committee members as per the provisions of Section 4 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) [SHWW (PPR)] Act, 2013.**

In pursuance of Vigilance Section, Department of Higher Education, Ministry of H.R.D. letter F. No. C-36011/1/2010.PG dated 20<sup>th</sup> January 2015 a Complaint Committee of this Office is constituted hereby as per following composition to receive and examine complaints of "Sexual Harassment of Women at the Work place" in terms of Section 4 of SHWW (PPR) Act, 2013.

- |    |   |                      |
|----|---|----------------------|
| a) | Smt. Sushmita Ghosh, Assistant Director of Training   | - Presiding Officer  |
| b) | Dr. Ankur Ganguly, Principal, BIEMS, Kolkata<br>(Nominee, BIEMS, Kolkata)   | - Ex- officio Member |
| c) | Shri K. Chandra Mouli, Assistant Director of Training<br>(1 <sup>st</sup> Member representing employees of B.O.P.T. (E.R.)) | - Member             |
| d) | Miss Puja Soni, U.D.C.<br>(2 <sup>nd</sup> Member representing employees of B.O.P.T. (E.R.))                                | - Member             |

This supersedes all previous orders issued, if any, on the subject.

Sd/-  
**(S. M. Ejaz Ahmed)**  
Director

**Distribution :**

- |   |          |
|---|----------|
| 1. Smt. Sushmita Ghosh, Assistant Director of Training                | - 1 Copy |
| 2. Dr. Ankur Ganguly, Principal, BIEMS, Kolkata                       | - 1 Copy |
| 3. Shri K. Chandra Mouli, Assistant Director of Training              | - 1 Copy |
| 4. Shri A. Chakraborty, C.V.O.  | - 1 Copy |
| 5. Shri Kailash Nath Mishra, A.A.O                                    | - 1 Copy |
| 6. Miss Puja Soni, U.D.C.   | - 1 Copy |
| 7. Computer Section (COCP), for posting of above order in our website | - 1 Copy |

**Copy forwarded to :**

Shri K.D. Verma, Under Secretary (Vigilance), :  
Govt. of India, Ministry of H.R.D., Deptt. of Higher Education  
Vigilance Section, Room No. 231 'C',  
Shastri Bhawan,  
New Delhi – 110 001

For your kind information please

Sd/-  
**(S. M. Ejaz Ahmed)**  
Director