



F. No. 11(3)/2015/Admn.

Dated 2nd January, 2021

OFFICE ORDER

The Director, ICAR – CIFE, Mumbai has constituted an Internal Complaint Committee consisting of the following officials with immediate effect until further orders:-

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| 1. Dr. Aparna Chaudhari
Head (Acting), FGB Division | : | Chairperson |
| 2. Mrs. Reshma Raje
Sr. Technical Assistant | : | Member |
| 3. Mr. J. K. Makwana
Skilled Support Staff | : | Member |
| 4. Mrs. Poonam Behl
Asstt. Administrative Officer (Estt.) | : | Member Secretary |

Terms of Reference:

- To investigate reported cases of commissions of acts of sexual harassment of women, if any, and submit its report to the disciplinary authority recommending action to be taken against the accused employees.
- To make an annual report to the Ministry about the complaints on sexual harassment of women at workplace and action taken for redressal of complaints.
- To review the state of preparedness to deal with complaints and to make all officers fully aware of their responsibilities in this regard.

This supersedes O. O. No. 22-66/2018/Cash Section/Vol.I/825 dated 25th July, 2018.

This is issued with the approval of the Director.

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02/1/2021

Sr. Administrative Officer (I/C)

Distribution:-

1. Director Cell, CIFE, Mumbai.
2. Sh. Ajai Verma, Under Secretary (GAC), ICAR, New Delhi (ajai.verma@icar.nic.in).
3. All concerned officials.
4. All Head of Divisions, CIFE, Mumbai.
5. Officer Incharges of Sections/ Units/ Cell, CIFE, Mumbai.
6. Officer Incharges of Regional Centres of CIFE.
7. CF&AO/ SAO/ All AAOs/ AF&AO, CIFE, Mumbai.
8. Secretary, IJSC, CIFE, Mumbai
9. webmaster@cife.edu.in
10. Guard file.