

GOA STATE POLLUTION CONTROL BOARD

गोंय राज्य प्रदूषण नियंत्रण मंडळ

(An ISO 9001-2015, ISO 14001:2015, OHSAS 18001:2007 Certified Board)

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No. 1/86/13-PCB/ Admin/ 5209

29/06/2021
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OFFICE ORDER

Read: Office order no. 1/86/13-PCB/Admn/3850 dated 15/05/2018

Sub: Constitution of Internal Complaints Committee in the Goa State Pollution Control Board on prevention of sexual harassment of women at place of work.

In supersession of the above referred order and in pursuance of the directions issued by the Hon'ble Supreme Court of India in the case of Visakha & others V/s State of Rajasthan & Others, an Internal Complaints Committee comprising of the following composition is hereby constituted with immediate effect:

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|----|--|-------------|
| a. | Mrs. Natalia Dias Law Officer, Goa State Pollution Control Board | Chairperson |
| b. | Mr. Keshav Fadke Assistant Environmental Engineer, Goa State Pollution Control Board | Member |
| c. | Mrs. Indira P. Raut Assistant Engineer (I.T), Goa State Pollution Control Board | Member |
| d. | Mrs. Denza Cardozo Scientific Assistant, (Microbiology) Goa State Pollution Control Board | Member |
| e. | Mrs. Guadalupe Almeida e Dias Record Keeper, Goa State Pollution Control Board | Member |
| e. | Adv. Carolina Colaco Representative from the NGO – Human Rights Organization Address: No. 10, 1 st floor, Om Chambers, Mapusa Goa 403507 | Member |

The terms of reference of the above mentioned Committee shall be as follows:

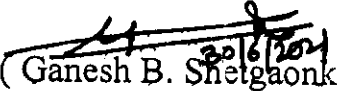
- a. The Committee will enquire into all type of complaints relating to sexual harassment of women at work place submitted by Women employee of the GSPCB.
- b. The Internal Complaints Committee shall meet every quarter even if no live cases are available, to review the preparedness and fulfill the requirement of the Apex Court Judgment in the "Visakha" case.
- c. The Internal Complaints Committee shall also submit an Annual Report to the Chairman, GSPCB of the complaints (if any) and action taken by it.
- d. As per the order dated 26/04/2004 passed by the Hon'ble Supreme Court in the case of Medha Lele & Ors V/s Union of India & Ors., the Internal Complaints Committee referred to above will be deemed to be an Inquiry Authority and its report shall be deemed to be an Inquiry Report.

A women employee can submit her complaint regarding sexual harassment at work place to the Chairman of the Committee directly. In case the complaint is submitted to any other official of the Board, the concerned official shall transfer the complaint to the Chairperson for further necessary action

The Chairperson of the Committee is authorized to co-opt a local NGO or any other person, if available, as Member of the Committee. The Chairperson and any two members will be the quorum for the Committee.

The composition shall be suitably revised by the Chairman of the Goa State Pollution Control Board from time to time in case of transfer, promotion etc. of the member (s) and on case to case basis, if required.

The Committee shall hold office for a period not exceeding three years from the date of the nomination.


(Ganesh B. Shetgaonkar)
Chairman

Goa State Pollution Control Board.

To,

1. The Chairperson and Members of the Complaints Committee

c.c to:

1. Member Secretary, GSPCB
2. Section Heads / Delegated Authorities GSPCB
3. All staff of the GSPCB
4. Notice Board
5. Website
6. Office Copy
7. Guard file