

केन्द्रीय मूगा एरी अनुसंधान एवं प्रशिक्षण संस्थान  
CENTRAL MUGA ERI RESEARCH & TRAINING INSTITUTE  
(ई.एस.बो.9001:2015 प्रमाणित संस्थान An ISO 9001:2015 Certified Institute)

केन्द्रीय रेशम बोर्ड CENTRAL SILK BOARD

वस्त्र मंत्रालय : भारत सरकार Ministry of Textiles: Govt. of India

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Date: 23/4/2020

No.CSB/CMER&TI/IC/Esstt/ 101-104

OFFICE ORDER

Sub.- Constitution of a committee for redressal of harassment on women employees/SFW/SRF/JRF-regarding.

In order to dispose of the complaints relating to harassment on women employees/SFW/SRF/JRF in workplace, a committee comprising of the following members has been constituted w.e.f. 1/5/2020.

- |   |             |
|---|-------------|
| 1. Dr.Reeta Luikham, Scientist-D              | Chairperson |
| 2. Mrs Asmat Jan, Asstt. Director (Computer)  | Member      |
| 3. Sri S.K.Hazarika, Assistant Director (A&A) | Member      |

As per the orders passed by the Supreme Court, the Complaints Disposal Committee shall be deemed to be an Inquiry Authority to inquire into the alleged misconduct. In this regard, **Mrs Jerifa Islam Hazarika, Stenographer (Gr-I) will act as Presenting Officer to present the cases of complaints to the Inquiry Authority** and provide other support service with all material information relating to the cases. While doing so, she shall maintain confidentiality in all the circumstances. If necessity causes to prevent the possibility of any undue pressure or influence from senior levels, a third party, either NGO or other body who is found to be familiar with the issue of sexual harassment on women employees may be got involved in the committee.

The Report of the committee shall be deemed to be an Inquiry Report based on which the Disciplinary Authority will pass orders in accordance with the rules.

The Complaints Committee Mechanism relating to harassment on working women **should meet every quarter, even if there does not exist live cases, so as to make the Mechanism functional/effective.**

To  
All the Members of the committee as stated above.

- Copy to: 1. Hindi Section.  
2. Notice Board.  
3. Guard File.

(Dr. Jalaja S. Kumar)  
DIRECTOR/IC

*Jalaja S. Kumar*  
*Dr. Jalaja S. Kumar*