

April 4, 2019

Ref No. P&T/03/026/16/17

## OFFICE ORDER

### Sub : **Reconstitution of Internal Complaint Committee**

In terms of Sexual Harassment of the Woman at Work place (Prevention, Prohibition and Redressal) Act, 2013, Internal Complaints Committees (ICC) are hereby constituted for the following Offices/ Regions/Branches of the Company.

Sl. No.	Office	Name of ICC members
1	HO & ERO, Guwahati, Ranchi and Patna	1. Smt V. Vasanti, GM (TS to CMD and P&A), HO- <b>Presiding Officer</b> 2. Shri Rakesh Kundan, SM (Law), HO 3. Ms. Sumana Maity, AM 4. Shri Sreyash Ganguli, SA (Vig.) 5. Smt Priyanka Debnath, JCA, ERO 6. Smt Madhuparna Ghosh - <b>External Lady Member</b>
2	NRO, Bhopal, Chandigarh, Jaipur, Raipur	1. Mrs. Nishtha Kunal Munshi, Manager, NRO - <b>Presiding Officer</b> 2. Shri Inderpal Singh Sandhu, DGM (F&A), NRO 3. Smt Parul Verma, SA, NRO 4. One <b>External Lady Member</b>
3	WRO, Mumbai	1. Smt S. R. Kadam, DM, WRO - <b>Presiding Officer</b> 2. Ms. Archana, AM 3. Shri Sushil Suryakant Nale, AM 4. Smt Urmila Solanke - <b>External Lady Member</b>
4	SRO, Chennai	1. Smt E. Babitha rani, CM- <b>Presiding Officer</b> 2. Shri V Ganesh Moorthy, M, Chennai 3. Shri Remil Rashid, DM 4. Smt K.R. Renuka, <b>External Lady Member</b>
5	Vizag Branch including Hyderabad, Bhubaneswar, Vijayawada	1. Smt R Purushottam, BM (Hyderabad) - <b>Presiding Officer</b> 2. Shri Siddharth Krishnan, DM, Vizag 3. Smt Madhumita Roy, EA, Vizag 4. One <b>External Lady Member</b>
6	Vadodara Branch	1. Smt Shalini Bhatti, DGM (BM) - <b>Presiding Officer</b> 2. Shri Keshav Ajmani, BM, 3. Ms. Sanju Pakad, Manager 4. Smt Renu D Gaur- <b>External Lady Member</b>
7	Lucknow office	1. Smt. Rosy sachdeva, DGM(F&A), - <b>Presiding Officer</b> 2. Shri Nitin Anand, Manager 3. Shri Ramesh Gehlot, SM (F&A) 4. One <b>External lady member</b>

*(Signature)*

8	Trivandrum Office and Bangalore office	1.Smt Lisbeth Harold Dias (BM) - <b>Presiding Officer</b> 2.Shri Satya Singh, SM 3. Smt. G Bhubaneswari, AM 4.Smt. Sajini Raghunathan, AM 5.Ms. Bharathi S. Senior Consellor, Janodaya Trust-- <b>External Lady Member</b>
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The Committees shall meet once in a 6 months and submit annual report to HR Department by 15<sup>th</sup> April every year. The above Committee shall be valid for a period of 3 years.

  
( Debangana Gupta )  
Manager (HR)

**Distribution :**

1. All employees
2. Director(Fin)/Director(Coml)/CVO
3. CGM(F&A)
4. GM(Systems)/GM(CC/PG)/GM((TS to CMD)/P&A)
5. RM(NRO/SRO/WRO/ERO)/BM(Hyderabad/Vizag/Bangalore/Vadodara/Bhopal/Chandigarh/Ranchi/Raipur/Jaipur/Lucknow/Trivandrum/Guwahati)
6. Addl GM (CES)/Addl.GM(Law)/Addl.GM(Mktg)/Addl. GM(CP)/DGM(e-Comm)/Addl. GM(F&A)/CS/M(P&A)
7. Hindi Cell/Vig. Cell/Systems/IA Cell
9. Circular File/ ICC file
10. Notice Board