

Ref. No: SCPWD/POSH- 315

Date: 23.03.2022

**OFFICE MEMORANDUM**

**Sub: Constitution of Internal Complaints Committee (ICC) for Prevention of Sexual Harassment in respect of employees of SCPwD**

Under the provisions of Section 4 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013, the Internal Complaints Committee (ICC) for Prevention of Sexual Harassment (POSH) in the work place for Skill Council for Persons with Disability (SCPwD) is constituted as under:

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|-----------------------|-------------|
| 1. Ms. Niharika Nigam | Chairperson |
| 2. Ms. Rashmi Singh   | Member      |
| 3. Mr. Deepak Sareen  | Member      |

The committee to associate a NGO representative while dealing with the complaints.

Terms of reference of the committee is given below:

- The ICC shall look into complaints of sexual harassment at work place in SCPwD and devise effective measures to ensure a better environment for women at work place.
- The members of the ICC shall hold office for a period of three years or till further orders whichever is earlier.
- The committee shall be effective and functional at all times. It will hold quarterly meeting even if there are no live cases.
- The committee shall comply with the prescribed requirements as per the Act.



**(Ravindra Singh)**  
Chief Executive Officer

CC:

- Members of ICC
- All Employees