

No. Q/Vig/551/01/2004
Government of India
Ministry of External Affairs
(Vigilance Unit)

24 October, 2014

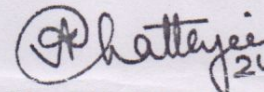
Subject: Re-constitution of the Complaints Committee to enquire into complaints of sexual harassment.

It has been decided to reconstitute the Complaints Committee to enquire into the complaints of sexual harassment of women employees in the Ministry of External Affairs. The composition of the Complaints Committee will be as follows:

- | | | |
|---|---|--------------|
| (a) Smt Pooja Kapur, Joint Secretary(Coordination) | - | Chairperson. |
| (b) Shri Rajesh Vaishnaw, Joint Secretary (EG & IT) | - | Member. |
| (c) Mr. M. Hussein, Legal Officer, MEA | - | Member. |
| (d) Ms. Aparna Bhatt, Lawyer | - | Member. |

2. The Committee will proceed in accordance with the guidelines laid down in the Supreme Court in the case of Visakha and Others versus State of Rajasthan, and the guidelines issued by Department of Personnel and Training under CCS (Conduct) Rules and CCS (CCA) Rules from time to time.

3. This issues with the approval of Foreign Secretary.

 24/10/14

[Arun K. Chatterjee]
Joint Secretary [CNV] &
Chief Vigilance Officer.

Copy for information to:-

- i. Director (EAMO)
- ii. Director (MOS)
- iii. Director (FSO)
- iv. Offices of Secretaries/Dean FSI/Special Secretaries/Additional Secretaries at Headquarters.
- v. Smt. Mukta D. Tomar, Addl. Secretary (AD) & Chief Coordinator (IAFS).
- vi. Smt. Pooja Kapur, Joint Secretary (Coordination) & Chairperson of Complaints Committee.
- vii. Shri Rajesh Vaishnaw, Joint Secretary (EG & IT).
- viii. Shri Soumen Bagchi, Joint Secretary (ES & ITP).
- ix. All other Members of the Complaints Committee.
- x. All Heads of the Divisions with a request to bring this to the notice of members of their Division.
- xi. All Heads of Missions/Posts, with a request to bring this to the notice of members of their Missions/Posts.
- xii. Director (XP), MEA with a request to suitably display the particulars on the website of the Ministry.
- xiii. Notice boards in MEA (South Block, Jawaharlal Nehru Bhawan, Patiala House, ISIL Building, Shastri Bhawan).