



केन्द्रीय विद्यालय संगठन
18, संस्थागत क्षेत्र, शहीद जीत सिंह मार्ग,
नई दिल्ली-110 016
Kendriya Vidyalaya Sangathan
18, Institutional Area,
Shaheed Jeet Singh Marg,
New Delhi - 110 016

F.11-55/2000-KVS(Vig.)Pt.1 | 2157-2225

Dated: 03/11/2015

ORDER

In terms of the provisions of Section 4(2) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 enforced on 9th December, 2013, the competent authority hereby constitutes a committee to be known as "Internal Complaints Committee" at Kendriya Vidyalaya Sangathan (HQ) to deal with the complaints regarding sexual harassment of women at workplace. The earlier Orders of even number dated 13.06.2012, 27/28.06.2013 and 28.07.2014 regarding composition of Complaint Redressal Committee shall now stand superseded.

The following members are hereby nominated for composing the 'Internal Complaints Committee' of KVS(HQ) level to deal with the complaints of sexual harassment in respect of women employees at KVS(Hqrs.) and the complaints against all Group 'A' Officers of KVS(HQ), Regional Offices, ZIETs and Kendriya Vidyalayas.

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|---|---------------------|
| 1. Dr. (Smt.) V. Vijayalakshmi, Jt. Commissioner (Acad.) KVS(HQ) | - Presiding Officer |
| 2. Smt. Indu Kaushik, A.C., KVS, R.O. Delhi | - Member |
| 3. Smt. Indira Mudgil, Principal, KV Sainik Vihar, Delhi | - Member |
| 4. Smt. Sobha Sharma, Principal, KV Pragati Vihar, New Delhi | - Member |
| 5. Shri J.P. Singh, Principal KV Pushp Vihar, New Delhi | - Member |
| 6. Dr. (Mrs.) A. Padmavathi, Chairperson,
Humana People to People India, | - NGO Member |

The Presiding Officer and the members of the above committee will hold office for a period not exceeding three years from the date of issue of this order. The Presiding Officer of the Committee will ensure the following:-

- I. Co-ordinate with the NGO member, other members and respective Deputy Commissioner/ Vidyalaya and fix date and time to conduct the enquiry.
- II. Co-ordinate with the NGO member and plan & facilitate the tour program.
- III. The inquiry will be conducted in terms of guidelines contained in the judgment dated 13.08.1997 of the Hon'ble Supreme Court in Vishaka and Others Versus State of Rajasthan & Others and order dated 26.04.2004 passed by the Hon'ble Supreme Court in the case of Medha Kotwal Lele & Others Vs Union of India & others.
- IV. It is mandatory to have a NGO member while investigating cases of sexual harassment of women employees. The Presiding Officer may ensure the presence of the NGO member in the inquiry.
- V. Submission of Inquiry Report along with all supporting documents within a period of one month from the date of such receipt of a complaint.

This issues with the approval of the competent authority.

(V.K. Singh)

Asstt. Commissioner (Vig.)

Distribution:-

1. Dr. V. Vijayalakshmi, Jt. Commissioner (Acad.) & Presiding Officer, "Internal Complaints Committee" at KVS(HQ), New Delhi
2. Smt. Indu Kaushik, A.C., KVS, R.O. Delhi
3. Smt. Indira Mudgil, Principal, KV Sainik Vihar, Delhi
4. Smt. Sobha Sharma, Principal, KV Pragati Vihar, New Delhi
5. Shri J.P. Singh, Principal, KV Pushp Vihar, New Delhi
6. Dr. (Mrs.) A. Padmavathi, Chairperson, Humana People to People India, B7/61/1, Safdarjung Enclave, New Delhi - 110029.
7. The Dy. Commissioners/Directors, All ROs/ZIETs with the directions to bring this order to the notice of all the employees of ROs & KVs under their control.
8. All Officers and Sections of KVS Hqrs, New Delhi.
9. Guard file.



केन्द्रीय विद्यालय संगठन

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Kendriya Vidyalaya Sangathan
18, संस्थागत क्षेत्र, शहीद जीत सिंह मार्ग,
नई दिल्ली-110 016
18, Institutional Area, Shaheed Jeet Singh Marg,
New Delhi - 110 016
Dated: 17.05.2016

F.11-55/2000-KVS(Vig.)Pt.1/3276-3289

ORDER

In continuation of this office order of even number dated 03.11.2015, the competent authority hereby nominate the following officers as the Member of "Internal Complaint Committee" constituted at KVS (HQ) to assist the Presiding Officer of the Committee to deal with the complaints regarding sexual harassment of women employees at workplace, against Group 'A' Officers of KVS(HQ), Regional Offices and Kendriya Vidyalayas. Dr. V. Vijayalakshmi, Jt. Commissioner (Acad.) & Presiding Officer, "Internal Complaints Committee" at KVS(HQ), New Delhi may co-opt any two of the following officers of KVS(Hqrs.) in the committee depending upon availability of these officer.

1. Mr. P.V. Sai Ranga Rao, D.C.(Acad.) KVS(HQ)
2. Mrs. Anjana Hazarika, A.C.(Acad.), KVS(HQ)
3. Mr. Varun Mitra, A.C. (Acad.), KVS(HQ)
4. Ms. Sona Seth, A.C. (Acad.), KVS(HQ)

The other instructions contained in earlier order dated 03.11.2015 (copy enclosed) will remain the same. However, the nomination of the following members of the said committee will stand withdrawn henceforth.

1. Smt. Indira Mudgil, Principal, KV Sainik Vihar, Delhi
2. Smt. Sobha Sharma, Principal, KV Pragati Vihar, New Delhi
3. Shri J.P. Singh, Principal KV Pushp Vihar, New Delhi

This issues with the approval of the competent Authority.


17/5/16

(V. K. Singh)

Asstt. Commissioner (Vig.)

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1. Dr.V. Vijayalakshmi, Jt. Commissioner (Acad.) & Presiding Officer, "Internal Complaints Committee" at KVS(HQ), New Delhi
2. Dr. (Mrs.) A. Padmavathi, Chairperson, Humana People to People India, B7/61/1, Safdarjung Enclave, New Delhi - 110029.
3. Smt. Indu Kaushik, A.C., KVS, R.O. Delhi
4. Mr. P.V. Sai Ranga Rao, D.C.(Acad.) KVS(HQ)
5. Mrs. Anjana Hazarika, A.C., KVS(HQ)
6. Mr. Varun Mitra, A.C., KVS(HQ)
7. Ms. Sona Seth, A.C., KVS(HQ)
8. Smt. Indira Mudgil, Principal, KV Sainik Vihar, Delhi
9. Smt. Sobha Sharma, Principal, KV Pragati Vihar, New Delhi
10. Shri J.P. Singh, Principal, KV Pushp Vihar, New Delhi
11. All Dy. Commissioners of ROs/ZIETs
12. All Officers and Sections of KVS Hqrs, New Delhi.
13. Guard file.