



केन्द्रीय विद्यालय संगठन सतर्कता विभाग,
18, संस्थागत क्षेत्र, शहीदजीत सिंह मार्ग
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Website: <http://kvsangathan.nic.in>

Kendriya Vidyalaya Sangathan
18, Institutional Area, Shaheed Jeet Singh Marg
New Delhi - 110016

F.11-55/2000-KVS(Vig.)Pt.1/10192-10200.

Dated: 12.09.2018

ORDER

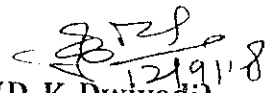
In continuation of this office order of even number dated 03.11.2015, the competent authority with a view to widen the panel of NGO members, has decided to empanel Mrs. Rakesh Dhawan, President, All India Women's Conference as NGO Member in the "Internal Complaints Committee" constituted at KVS (HQ) to deal with the complaints regarding sexual harassment of women employees at workplace, against Group 'A' Officers of KVS(HQ), Regional Offices/ZIETs and Kendriya Vidyalayas.

The Presiding Officer, "Internal Complaints Committee" at KVS(HQ), New Delhi may co-opt any one of the following NGO Members in the committee depending upon their availability to conduct the inquiry.

1. Dr. (Mrs.) A. Padmavathi, Chairperson, Humana People to People India, B 7/61/1, Safdarjung Enclave, New Delhi-110029
2. Mrs. Rakesh Dhawan, President, All India Women's Conference PAN India, 7/1 Pritam Road, Dehradun - 248 001 (Uttarakhand)

The other instructions contained in earlier order dated 03.11.2015 (copy enclosed) will remain the same.

This issues with the approval of the competent Authority.


(D. K. Dwivedi)

Asstt. Commissioner (Vig.)

Distribution:-

1. Mrs. Rakesh Dhawan, President, All India Women's Conference PAN India, 7/1 Pritam Road, Dehradun - 248 001 (Uttarakhand)
2. Dr. V. Vijayalakshmi, J.C.(Admn.) & Presiding Officer, "Internal Complaints Committee" KVS(HQ), New Delhi
3. Dr. (Mrs.) A. Padmavathi, Chairperson, Humana People to People India, B7/61/1, Safdarjung Enclave, New Delhi - 110029
4. Shri P.V. Sai Ranga Rao, D.C.(Acad.) KVS(HQ)
5. Smt. Indu Kaushik, Asstt. Commissioner (Acad.), KVS(HQ), New Delhi
6. Mr. Varun Mitra, A.C. (Acad.), KVS(HQ)
7. Ms. Sona Seth, A.C. (Acad.), KVS(HQ)
8. The Dy. Commissioner (Acad.), EDP Cell with the request to upload this order on KVS Website in sub-head 'Vigilance' under "Administration"
9. Guard file.

Handwritten signature

Handwritten signature and date: 12-9-18



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

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.