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F. No.21030/15/2010-Coord
Government of India
Ministry of Finance
Department of Revenue
(Coordination Section)

Room No.267-D, North Block
New Delhi, the 17th February, 2012

OFFICE MEMORANDUM

Subject:- Reconstitution of the Complaint Cell in the Department of Revenue (HQrs) in pursuance of Supreme Court's Order on laying down guidelines to be followed in tackling sexual harassment of women.

The undersigned is directed to state that Member-Secretary, Smt. Sharda Sharma, US (TC) in the Complaint Cell has proceeded on deputation. Ms. Renuka Nambair, US (Ad.1A&B) has been nominated Member Secretary in her place. Accordingly composition of Complaint Cell constituted vide Circular of even number dated 21st April, 2011 stand revised as below:-

1. Ms. Nishi Singh, Commissioner (Vig),
C.B.D.T., Department of Revenue,
Room No.245-B, North Block,
New Delhi.
Tel. No. 2309-2174 - **Chairperson**
2. Ms Rashmita Jha, Deputy Secretary (V&L),
C.B.D.T., Department of Revenue,
Room No.253-A, North Block,
New Delh
Tel. No. 23092786 - **Member**
3. Ms. Bina Jain, President,
All India Women's Conference,
Sarojini House, 6, Bhagwandas Road,
New Delhi.
Ph. No. 23389680, 23381165, Fax- 23384092,
23389314, Grams: HINS MAHILA
e-mail:aiwcctc@nda.vsnl.net.in
auwc@saytam.net.in, www.aiwc.org - **Member**
4. Ms. Renuka Nambiar, Under Secretary(Ad1A&B)
Department of Revenue,
Room No. 77A, North Block,
New Delhi.
Tel. No. 23093277 - **Member - Secretary**

Contd.2/-

2. As per the directions issued by Cabinet Secretariat vide letter No. 1/109/7/2009-TS, dated 7th August, 2009, the Complaint Review Cell is requested to hold quarterly meeting of the complaints even if there are no complaints and review the state of preparedness to deal with such complaints reviewed as also measures to be taken to make all officers fully aware of their responsibilities in this regards.

3. All the concerned are advised to contact the Chairperson/Members of the Complaint Cell, for redressal of their grievances, if any.



(R.N. SINGH)

Under Secretary to the Government of India.

Tel. No.2309-5539

All Officers and Section in the Department of Revenue.

Copy to:-

1. Ms. Nishi Singh, Commissioner (Vig), CBDT, Department of Revenue, North Block New Delhi.
2. Ms. Rashmita Jha, Director (V&L), CBDT, Department of Revenue, North Block New Delhi.
3. Ms. Bina Jain, President, All India Women's Conference, Sarojini House, 6-Bhagwandas Road, New Delhi.
4. Ms. Renuka Nambiar, Under Secretary(Ad.1A&B), Department of Revenue, North Block, New Delhi along with copy of DPO&T O.M. dated 21st July, 2009 and Cabinet Secretary's D.O dated 7th August, 2009

Copy also to:-

1. Estt.(A) Section, Department of Personnel and Training, North Block, New Delhi w.r.t. their O.M. No.11013/3/2009-Estt.(A), dated 21st July, 2009.
2. Shri Nagesh Shastri, Sr. Tech. Director-NIC for uploading on the website of the Department of Revenue.