

### Internal Complaints Committee(ICC) - Women

Constitution of ICC-SHW for considering complaints of sexual harassment of women employees at NCRB, MHA.

As per Section 4(1) of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, an Internal Complaint Committee comprising of the chair person and members, as mentioned below is hereby constituted in the Bureau (as on 22.08.2023) to inquire into complaints of sexual harassment

S.No.	Name & Designation		Phone No.
1.	Smt Priyanka Meena, IPS, (JH:2013) , Asst. Director/ SP (HQrs)	Chairperson	011-26735507  Email: priyankameena.ad@ncrb.gov.in.
2.	Shri Rajeshwar Lal, Asst. Director (Admn)	Member	011-26735521
3.	Smt Sunita Ratnakar, Senior Technical Officer	Member	011-26735524
4.	Smt Sudha Verma, Asst. Director (Rajbasha)	Member	011-26735601
5.	Smt Kalyani Raj, President, All India Women's Conference (NGO)	Member	011-43389100

#### **Complaint procedure:**

Complaint regarding Sexual Harassment against women can be made either in paper form or by sending **e-mail to priyankameena.ad@ncrb.gov.in**. The Act stipulates that aggrieved woman can make written complaint of sexual harassment at workplace to the ICC, within a period of three months from the date of incident and in case of a series of incidents, within a period of three months from the date of last incident. As per the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Rules, 2013, in case the aggrieved woman is unable to make a complaint on account of her physical incapacity, a complaint may be filed inter alia by her relative or friend or her co-worker or an officer of the National Commission for Woman or State Women's Commission or any person who has knowledge of the incident, with the written consent of the aggrieved woman.

#### **She-Box**

Ministry of Women & Child Development launched an online complaint management system titled Sexual Harassment electronic -Box (She-Box) on 24th

July, 2017 for registering complaints related to Sexual Harassment at workplace (<https://www.shebox.nic.in>). The She-Box is an initiative to provide a platform to the women working or visiting any office of Central Government (Central Ministries, Departments, Public Sector Undertakings, Autonomous Bodies and Institutions etc.) to file complaints related to Sexual Harassment at workplace under the Sexual Harassment of Women at workplace (Prevention, Prohibition and Redressal) Act, 2013.

Once a complaint is submitted to She-Box, it will be directly sent to the Internal Complaint Committee (ICC) of the concerned Ministry/ Department/ PSU/ Autonomous Body etc. having jurisdiction to inquire into the complaint. The She-Box also provides an opportunity to both the complainant and nodal administrative authority to monitor the progress of inquiry conducted by the ICCs.

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