

**Technology Information Forecasting and Assessment Council (TIFAC)**

Department of Science & Technology  
Vishwakarma Bhawan, Shaheed Jeet Singh Marg  
New Delhi – 110 016

No.TF/09/41/2013-Estt.

23.05.2014

**Office Order**

With the approval of the Competent Authority, a Committee comprising of the following members has been constituted for compliance the provision under “The Sexual Harassment at Workplace (Prevention, Prohibition and Redressal)”:

- |      |  |          |
|------|--|----------|
| i.   | Smt. Nirmla Kaushik, Scientist-E   | Chairman |
| ii.  | Smt. A Jancy, Scientist ‘E’,   | Member   |
| iii. | Shri Neeraj Sexena, Scientist ‘E’  | Member   |
| iv.  | Smt. Kalpana Bhongale/ Smt. Tabia Muzaffar<br>Counselor, MSW (on rotation basis) | Member   |

2 A token honorarium of Rs.2500/- (each Member) will be paid to outside members of the Committee for attending the meeting.

3 Terms of Reference:

- i. A Committee as under has been constituted for investigating complaints of sexual harassment of women at workplace in Council.
- ii. The Committee will enquire in to all types of complaints related to sexual harassment of women at work place submitted by women employee of Council.
- iii. A women employee can submit her complaints regarding sexual harassment at workplace to the Chairperson of Committee directly.

  
(Rishi Pal Singh) 23/5  
Registrar

To:  
All above concerned

Copy to :

- 1 ED-TIFAC : For information
- 2 All HoDs
- 3 Manager (E&L)
- 4 Accounts Officer
- 5 All Staff / Officers
- 6 Hindi Unit : for translation
- 7 Notice Board
- 8 Office Order file
- 9 Guard File