

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL
(AUDIT-II) WEST BENGAL, CGO COMPLEX, 5TH FLOOR,
3RD M.S.O. BUILDING, DF BLOCK, SECTOR - I
SALT LAKE, KOLKATA - 700064

N.S. No. Admn.I/S/23-1/2021-22/136

Dated: 26.08.2021

Find enclosed minutes of meeting of the 'Complaints Committee' held on 22.07.2021 at 11.30 AM in the Mini Conference Hall of this office to discuss various issues pertaining to "Alignment of Service Rules with the sexual harassment of women at workplace (Prevention, Prohibition and Redressal) Act, 2013."

Adm. Smt.
26/8/2021
Sr. Dy. Accountant General/Admn.

To

1. Secretary to the Principal Accountant General (Audit-II), WB
2. Sr. PS/Stenos. to all Group all Officers
3. Sr. Audit Officer/Record & Hindi Cell
4. Shri Utpal Kumar Ghosh, Sr. Audit Officer/Admn-I
5. Smt. Manima Moktan, Sr. AO (Com)/AMG-IV
6. Smt. Tanishtha Pal, AAO/AMG-I (AS)
7. Shri Jimutesh Majumder, AAO/AMG-III
8. Assistant Audit Officer/Admn-I for transmission through e-mail &

display on website & notice board (AAO/EDP)

Adm. Smt.
24/8/2021
Sr. Audit Officer/Admn-I

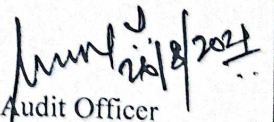
Minutes of the meeting of the Complaints Committee held on 22.7.2021 PM

Venue: Mini Conference Hall

The following members were present in the meeting:

- Chairperson Ms.Aditi Sharma, Sr.DAG(Admn & AMG-I/Audit),
O/o the Pr. AG (Audit-II), WB
- Male Members i) Mr. Utpal Kr Ghosh, Sr. AO (Admn-I & EDP)
ii) Mr.Jimutesh Mazumdar, AAO(AMG-III)
- Lady Members i) Ms. Manima Moktan, Sr. AO(AMG-II)
ii) Ms. Tannishta Pal, AAO(AMG-I/Audit)

1. The meeting began with a brief introduction of all the members of the Committee. At the beginning of the meeting it was stated by the members of the committee that no complaints were received during the entire period.
2. At the beginning of the meeting, it was stated by the members of the committee that no complaints were received during the entire period.
3. Though Vishakha guidelines were circulated among the members and all the female employees in the past, however, the Chairperson proposed that once again the guidelines may be circulated among all the female officers, newly appointed members and staff of this office.
4. The Chairperson further suggested to organise seminars as part of gender sensitization programme where eminent persons having expertise in the field may be invited to deliver a talk on the issue. The female members of the committee may recommend names of such experts.
5. It has been decided that since LAD has now become an integral part of this office, a female member from LAD should be incorporated into the committee, who would represent LAD.
6. The details of the new committee must be displayed on notice board and also on the website.
7. The meeting concluded with vote of thanks.


Sr. Audit Officer
(Administration)