

**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT-II), OFFICE OF
THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT-I) AND OFFICE OF THE
PRINCIPAL DIRECTOR OF AUDIT (CENTAL), BENGALURU**

No.Pr.AG (Audit-I)/WS/ICC/2024-25/474

Date: 10.02.2025

CIRCULAR

Sub: Constitution of Internal Committee for Redressal of complaints of Sexual Harassment of Women at workplace as per the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

In supersession of this Office Circular No. AG(Audit-I)/L&C Cell/2024-25/46 dated 01.05.2024 and in continuation of Headquarters Office Circular No.-27-Staff Disc.I/2013 No. 58-Staff(Disc.I)/27-2013 dated 11.09.2013 on the subject cited above, the following information is notified herewith for the notice of all members of this office.

Under the provisions of 'The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 (POSH ACT 2013), the Internal Committee of this office is reconstituted as below: -

1. Ms. Saranya Baskar, Sr.DAG/AMG-II, O/o PAG/Au-II - Chairperson.
2. Sri. Srinivasan. B, Welfare Officer (I/c) – Member Secretary.
3. Sr. Audit Officer (Admn), O/o PAG/Audit-II
4. Smt. Devika Rani Pillai, Sr.AO, O/o PAG(Au-II) – Member
5. Smt. Devika Rani, Sr.AO, O/o PAG(Au-I) – Member
6. Smt. Subhashini. K, Sr.AO, O/o the PDA(C) – Member
7. Smt. Veena S Naik, AAO, RCB&KC – Member
8. Smt. Geetha K.S, Asst. Supervisor, O/o DG-Audit/Airforce – Member
9. Smt. Deepashree.S – Representative of Souhardha counselling & Referral system an N.G.O member.

The terms of the members of the Committee will be for three years from the date of their nomination, or till further orders whichever is earlier.

Under the provisions of Rule 14(2) of CCS (CCA) Rules, 1965, the Internal Committee shall be deemed to be the Inquiry Authority appointed by the Disciplinary Authority for inquiring into the complaints of Sexual Harassment within the meaning of Rule 3-C of the CCS (Conduct), Rules, 1964.

Any aggrieved woman may make, in writing, a complaint of sexual harassment at workplace to the Internal Committee, 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.

Provided that where such complaint cannot be made in writing, the Presiding Officer or any member of the Internal Committee shall render all reasonable assistance to the woman for making the complaint in writing:

Provided further that the Internal Committee for the reasons to be recorded in writing, extend the time limit not exceeding three months, if it is satisfied that the circumstances were such which prevented the women from filing a complaint within the said period.

The Internal Committee shall submit an Annual Report to the Employer each year as per Section-21 of the POSH Act 2013 and Rule 24 of the Rules under the POSH Act 2013.



Deputy Accountant General (Admn)/Au-I

Copy to:

1. Ms. Saranya Baskar, Sr.DAG/AMG-II, O/o PAG/Au-II - Chairperson of the Internal Committee
2. All Group Officers/ Welfare Officer
3. Secretary to PAG (AU-I)
4. All Members of the Committee
5. Secretary to Women's Welfare Organization
6. All Notice Boards