ORDER NO:

THE SEXUAL HARASSMENT OF WORKING WOMEN AT WORKPLACE
(PREVENTION, PROHIBITION AND REDRESSAL) ACT, 2013

An Act to provide protection against sexual harassment of women at workplace and for prevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto:

Pursuant to the directions of the Hon’ble Supreme Court, and in compliance with the instruction of the A&N Administration vide letter no.45/2009-PW dated 13.07.2010 and Andaman and Nicobar Gazette Notification no.194, Port Blair August 23 Letter No 6-9/2013/Legal for detailed guidelines “Complaints Committee” is hereby re-constitute by Andaman and Nicobar Islands Institute of Medical Sciences, Port Blair with the following to deal with complaints of sexual harassment of women employee at work place with immediate effect:-

1. Dr. T L Ratnakumari, Professor, Paediatrics (Mobile No: 9444906642) - Chairman

2. Smti. Zubaida Begum, Social Worker (Mobile No 9933251696) - Member

3. Shri. Shiv Raj, Social Worker (Mobile No:9679560842) - Member

4. Dr. Manju Mehrotra , Assoc Prof , Obst & Gyne (Mobile No:7063956238) - Member

5. Dr. Deepa Devdas, Tutor , Anatomy (Mobile No:9933207244) - Member Secretary

The Member Secretary will coordinate and assist the committee as and when required.

The Complaints Committee shall take all necessary steps to prevent or deter the commission of acts of sexual harassment and to provide the procedures for the resolution, settlement of prosecution of acts of sexual harassment.
The Complaints Committee will be deemed to be an inquiry authority for the purposes of Central Civil Services (Conduct) Rules, 1964 (hereinafter called CCS Rules) and the report of the Complaints Committee shall be deemed to be an inquiry report under the CCS Rules. Thereafter the disciplinary authority will act on the report in accordance with the rules.

The Institute Complaints Committee shall discharge the following functions:-

1. Monitor work of registration and inquiring into the complaints of sexual harassment within the institute, for time bound disposal.
2. Register and inquire into complaints made directly to the committee.
3. Render advice to appropriate authority on its own motion or otherwise, on the complaints including the following points:-
   a) Whether any conduct amounts to specific offence under the Indian Penal Code, any other law or the CCS (Conduct) Rules.
   b) Action to be taken on specific complaints
4. The committee shall further ensure that the victims or witnesses are not victimized or discriminated against while dealing with complaints of sexual harassment. The victims of sexual harassment should have the option to seek transfer of the perpetrator or their own transfer.

5. The committee shall submit an Annual Report to the Government.

The following is also sexual harassment and is to be covered by the committee

1) Eve-teasing
2) Unsavory remarks
3) Jokes causing or likely to cause awkwardness or embarrassment
4) Innuendos and taunts
5) Gender based insults or sexist remarks
6) Unwelcome sexual overtone in any manner such as over telephone (obnoxious telephone calls) and the like
7) Touching or brushing any part of the body and the like
8) Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings
9) Forcible physical touch or molestation and
10) Physical confinement against one’s will and any other act likely to violate one’s privacy

ii. Recommended the action to be initiated in each case.

iii. Ensure that the victims or witnesses are not victimized or discriminated against. They shall also examine whether the victim should have the option to seek transfer of the perpetrator or their own transfer.

This supersedes office order no 1264 dated 31/07/2017

DIRECTOR, ANIIMS
F.No.1-1/MC/Estt/2017/PF

To:-
1. Dr. T L Ratnakumari, Professor, Paediatrics - Chairman
2. Smti. Zubaida Begum, Social Worker - Member
3. Shri. Shiv Raj, Social Worker - Member
4. Dr. Manju Mehrotra, Assoc Prof, Obst & Gyne - Member
5. Dr. Deepa Devdas, Tutor Anatomy - Member Secretary

Copy to:
1. PA to the Chairman, ANIMERS A&N Administration for kind information
2. PA to the Principal Secretary (Health), A&N Administration for kind information
3. Directorate of Health Services, Port Blair
4. The Medical Superintendent, GB Pant Hospital, Port Blair
5. Dean Academics, ANIIMS Port Blair
6. All HODs, ANIIMS, Port Blair
7. OSD, ANIIMS, Port Blair
8. Concerned file

DIRECTOR