

# केंद्रीय पेट्रोसायन अभियांत्रिकी एवं प्रौद्योगिकी संस्थान (सिपेट)

(पूर्व में केंद्रीय प्लास्टिक्स इंजीनियरिंग एवं तकनीकी संस्थान)

रसायन एवं पेट्रोसायन विभाग

रसायन एवं उर्वरक मंत्रालय, भारत सरकार

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CIPET सिपेट  
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# Central Institute of Petrochemicals Engineering & Technology (CIPET)

(Formerly Central Institute of Plastics Engineering & Technology)

Department of Chemicals & Petrochemicals

Ministry of Chemicals & Fertilizers, Govt. of India

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CIPET HO/Admin/ICC\_RC/2022/ 416

Date: 14.11.2022

## OFFICE MEMORANDUM

### **Sub: Reconstitution of Internal Complaints Committee on Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act 2013 of CIPET Head Office – Reg.**

As per the Act passed by Indian Parliament on Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act 2013, which mandates the employer to constitute Internal Complainants Committee at work place as per the provision mentioned in the said Act.

Accordingly, Internal Complaints committee was constituted at CIPET Head Office, Chennai vide OM No. HO/Dir.(Admin)/ICC\_HO/OM-Nom./2017/1603 dated 24.11.2017. However, due to Administrative reasons such as Superannuation and Transfer / Shifting of nominated Committee Members, need has been felt to re-constitute the said Committee. Accordingly with the approval of the Competent Authority, the Internal Complaints Committee of CIPET Head Office has been duly re-constituted, which is as under:-

- |   |                     |
|---|---------------------|
| 1) Smt Subha Jayaraman, Sr. Technical Officer           | – Presiding Officer |
| 2) Shri Ram Nath Tiwari, Officer (P&A)                  | – Member            |
| 3) Dr. D Sheeba Jebaseeli Jasmine, Info. & Doc. Officer | – Member            |
| 4) Shri Gunaseelan, Asst. Officer (Training)            | – Member            |
| 5) Smt Shailasri, B.A., L.L.B, Advocate                 | – External Member   |

The Committee as composed above shall hold office for a period three years from the date of issue of this order unless reconstituted before expiry of three years period and look into the complaints as received by them on the matters as defined in the Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013 for doing the needful as per the provisions of the said Act.

**Authority:** CIPET HO/Admin/ICC\_RC/2022/236 dated 02.11.2022

Officer (P&A)

for Director (Administration)

To,

Committee Members as mentioned above

Copy to:

- 1) Functional Heads of CIPET Head Office
- 2) PS to DG, CIPET – for kind information, please.
- 3) In-Charge, CIPET Website
- 4) File

केन्द्र : अहमदाबाद, अमृतसर, औरंगाबाद, अगरतला, बदी, बालासोर, बेंगलुरु, भोपाल, भुवनेश्वर, चन्द्रपुर, चेन्नई, देहरादून, दिल्ली, गुवाहाटी, ग्वालियर, हैदराबाद, हाजीपुर, हल्दिया, इम्फाल, जयपुर, कोच्चि, कोरबा, लखनऊ, मद्रुरै, मुखल, मैसूरु, रायपुर, राँची, वलसाड, वाराणसी एवं विजयवाड़ा

Centres : Ahmedabad, Amritsar, Aurangabad, Agartala, Baddi, Balasore, Bengaluru, Bhopal, Bhubaneswar, Chandrapur, Chennai, Dehradun, Delhi Guwahati, Gwalior, Hyderabad, Hajipur, Haldia, Imphal, Jaipur, Kochi, Korba, Lucknow, Madurai, Murthal, Mysuru, Raipur, Ranchi, Valsad, Varanasi & Vijayawada