



**केन्द्रीय विद्यालया संगठन**  
**KENDRIYA VIDYALAYA SANGATHAN**  
(शिक्षा मंत्रालय के अधीन / UNDER MINISTRY OF EDUCATION)  
**क्षेत्रीय कार्यालय / REGIONAL OFFICE**  
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F.17029/ICC/KVS(ChER)/2022-23/

Date : 25.07.2022

### OFFICE ORDER

With reference to KVS, HQ., New Delhi Order No.F.11-55/2000-KVS(Vig.)/Pt.1/1122-25 dated 05.03.2019 and as per the provisions of 'Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 the following Internal Complaint committee is reconstituted to deal with the complaints regarding sexual harassment of women at workplace at Regional Office level with immediate effect, in terms of the provisions of Section 4(2) of the said Act enforced on 9<sup>th</sup> December, 2013. This supersedes the order issued earlier.

S.No.	Name of the Member	Designation of the Member	Office of the member of the Committee	Nomenclature	Jurisdiction
1	Ms. T. Rukmani	Assistant Commissioner	KVS, RO, Chennai	Presiding Officer	To inquire into the complaints of sexual harassment at work place against the officials at Regional Office upto the level of SO (Excluding FO) and against Principal, Vice Principals & HM.
2	Dr. V. Kadambari	President	Former Director, Centre for Women Studies, Ethiraj College and Former Adjunct Professor and Head of the Dept. of Gender Studies-RGNIYD, Department of Gender Study, Sriperumpudur.	NGO Member	
3	Dr. M. Manickasamy	Principal	KV, IIT Chennai	Member	
4	Smt. Chitra Mukundan	Principal	KV, Minambakkam, Chennai	Member	

The Presiding Officer and the members of the above committee will hold office for a period of not exceeding three years from the date of issue of this order. The Presiding Officer of the Committee will ensure the following:

1. Co-ordinate with the NGO member, other members and respective Deputy Commissioner/Vidyalaya to fix date and time for conduct of inquiry.
2. The inquiry into the complaints of sexual harassment at workplace is to be conducted strictly as per the procedure and timelines prescribed in the act and the guidelines issued from time to time by the Govt. of India.
3. It is mandatory to have one NGO member while investigating the case of sexual harassment of women employees.
4. Submission of Inquiry Report with specific findings and supporting documents alongwith her comments/ recommendation within a period of one month from the date of such receipt of a complaint.

(T. RUKMANI)

Offg. DEPUTY COMMISSIONER

**Distribution:**

1. All the Committee Members
2. The Additional Commissioner (Admn.), KVS, HQ., New Delhi for information
3. The Joint Commissioner (Acad), KVS, HQ, New Delhi for information
4. The Deputy Commissioner, KVS, All Regional Officers for information
5. The Director, KVS, All ZIETs for information
6. All the Assistant Commissioner, KVS, RO, Chennai
7. The Principal, all Kendriya Vidyalayas, Chennai Region with the direction to circulate this office order among the employees of your Vidyalaya under acknowledgement.
8. The Section Officer (I/C), KVS, RO, Chennai - for information with the direction to circulate the contents of this office order among the employees of this office.