

No.A.60011/4/2016-GAD/139
GOVERNMENT OF MIZORAM
GENERAL ADMINISTRATION DEPARTMENT

OFFICE MEMORANDUM

Dated Aizawl, 4th October, 2019

Subject: Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and constitution of Internal Complaints Committee regarding

The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 ensures that women are protected against sexual harassment at all the work places, be it public or private sectors. This will contribute to realization of their right to gender equality, life and liberty and equality in working conditions everywhere. The sense of security at the workplace will improve women's participation in work, resulting in their economic empowerment and inclusive growth. The Act places responsibility on the employers to ensure that women do not face a hostile environment, and prohibits intimidation or victimization of those cooperating with an ongoing inquiry, including the affected complainant as well as the witnesses. It directs for the establishment of a redressal mechanism in the form of Internal Complaints Committee which will look into matters of sexual harassment of women at workplace.

Hence, in pursuance of The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 as published in the Official Gazette dated 16th August, 2019, all Government Departments with their sub-ordinate offices, all institutions - Government and Private Companies, Corporations and Cooperative Societies, NGOs, Hospitals/Nursing Homes, Sports Institute/facilities, Private Sector Organisations are hereby instructed to constitute an Internal Complaints Committee which will look into matters of sexual harassment of women at workplace and to act as a redressal mechanism.

The complaints committee is mandated to be headed by a woman employee at a senior level, with not less than half of its members being women and providers for the involvement of a third party/person/NGO expert on the issue, to prevent any undue pressure on the complainant.

The guidelines extend to all kinds of employment, from paid to voluntary, across the public and private sectors.

The contents of this Office Memorandum may be brought to the notice of all subordinate offices for compliance and a copy of constitution of the committee be endorsed to Chairperson, Mizoram State Commission for Women, Upper Khatla, Aizawl.

Sd./- ASHISH KUNDRA
Commissioner & Secretary
General Administration Department

Memo No.A.60011/4/2016-GAD : Date at Aizawl, 4th October, 2019

Copy to: -

1. Secretary to Governor, Mizoram.
2. P.S. to Chief Minister, Mizoram.
3. P.S. to Deputy Chief Minister, Mizoram.
4. P.S. to Speaker / Ministers/Ministers of State/ Deputy Speaker, Mizoram.
5. Vice Chairman, State Planning Board, Mizoram.
6. Sr. P.P.S. to Chief Secretary, Govt of Mizoram.
7. All Principal Secretaries / Commissioner & Secretaries / Secretaries, Govt. of Mizoram.
8. Chairperson, Mizoram State Commission for Women, Mizoram.
9. Secretary, MPSC / MCIC / MSEC/Lokayukta, Mizoram.
10. All Administrative Departments, Govt. of Mizoram.
11. All Heads of Departments, Govt. of Mizoram.
12. Director, I&PR for wide publicity in the media.
13. Guard file.


(LALMUANSANGA RALTE)

Under Secretary to Govt of Mizoram
General Administration Department