



भारत सरकार Government of India
वित्त मंत्रालय Ministry of Finance
राजस्व विभाग Department of Revenue
मुख्य आयुक्त सीमा शुल्क (निवारक) का कार्यालय

Office of the Chief Commissioner of Customs (Preventive)

नंबर: 1, विलियम्स रोड, छावनी, तिरुचिरापल्ली, तमिलनाडु, पिनकोड-620001

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F.No.I/(21)/25/2024-ADMN.

Date : 09-10-2024

STANDING ORDER No.02/2024

Subject :- Constitution of Internal Complaints (IC) Committee – Reg.

Ref : - This Office Standing Order No.01/2024 dated 17/05/2024

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The Departmental of Personnel, Public Grievances and Pensions vide their O.M.No.11013/3/2009-Estt.(A) dated 21<sup>st</sup> July, 2009 had issued instructions of strict compliance of guidelines and norms to be observed to prevent sexual harassment of working women in all offices/workplaces, etc., of Govt. of India.

2. As “Internal Complaints Committee” as per Section 4 of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 has been constituted in the Office of the Chief Commissioner of Customs (Preventive), Tiruchirappalli and the Members are as follows :

- i. Smt C.Annalakshmi, Chief Accounts Officer – Chair Person
- ii. Dr.S.Rahini, Adviser, EXNORA (NGO), Trichy – Member
- iii. Shri K.Vishwanathan, Superintendent – Member
- iv. Smt M.Astalakshmi, Stenographer Grade I – Member

3. Further, it is instructed that the Internal Complaints Committee shall submit an annual report to the Government Department concerned of the complaints and action taken by them.

4. The role and functions of the Internal Committee shall be governed by “The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013” and other instructions/guidelines in force.

This is issued with the approval of the Chief Commissioner of Customs (Preventive) Zone, Tiruchirappalli.

RAMAN A  
ASSISTANT COMMISSIONER

To  
The Chairperson and the Members of the Committee

Copy to :

1. The Assistant Commissioner of Customs, CCO(P), Tiruchirappalli
2. The Systems Manager – for uploading in the web Site.