



THE INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA

(Set up by an Act of Parliament)

ICAI/HRD (P)/20/2015

25.05.2015

CIRCULAR

To,

All Employees of the Institute

Sub: Re - Constitution of Internal Complaint Committee as per the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013

In compliance with the Section – 4 of the Sexual Harassment of Women at workplace (Prevention, Prohibition and Redressal) Act, 2013, the Institute has set up an Internal Complaint Committee of Officers as detailed below:

1. CA. Vandana D. Nagpal, Additional Secretary - Presiding Officer
2. CA. Anita Suneja, Deputy Secretary – Member
3. CA. Ashish Gupta, Sr. Assistant Director – Member
4. Ms. Shalini Kathuria Gulati, Assistant Secretary – Member
5. Shri Prashant Bakshi, Assistant Secretary – Member

The Presiding officer and Members of the Committee shall hold office for a period of three years from the date of issue of this Circular or till further communication in this regard, whichever is earlier.

Any Women employee of the Institute may make, in writing, a complaint of Sexual Harassment at workplace to the aforesaid committee within a period of three months from the date of incident and in case of series of incident, within a period of three months from the date of last incident for making appropriate inquiries, as envisaged in the said Act.

(S.K. Garg)

Joint Secretary – HRD (P)

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1. All Heads of Departments / Secretaries to Committees
2. President's / Vice – President's / Acting Secretary's Secretariat
3. EDP Section – for hosting on Intranet