

भारतीय मानक ब्यूरो
(स्थापना विभाग)

मानक भवन,
9, बहादुर शाहज़फ़र मार्ग,
नई दिल्ली - 110 002

हमारा संदर्भ: स्था III/ICC/76:01/2021-22

दिनांक: 16 Oct 2024

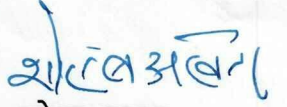
OFFICE MEMORANDUM

Subject: Reconstitution of "Internal Complaints Committee (ICC)" in work place at BIS-HQs.

In supersession of this department's Office Memorandum Ref. No. Estt-III/ICC/76:01/2021-22 dated 30 Aug 2024, it is circulated for information that the Competent Authority has appointed Ms. Alka, Secretary, Bureau Secretariat, BIS-HQs, as one of the member of Internal Complaints Committee (ICC) at BIS-HQs in place of Shri Bindu Kumar, Assistant Director (Admin. & Finance), upon his transfer to NRL Mohali, with immediate effect. The other members of the Internal Complaints Committee (ICC) at BIS-HQs, remain the same.

2. Accordingly, the Composition of Internal Complaints Committee (ICC) under Section 4 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 at BIS-HQs. New Delhi shall be as under:

- | | | | |
|------|--|---|-------------------|
| i) | Smt. Rachna Sehgal, Sc-G & Head (Publication), | : | Presiding Officer |
| ii) | Smt. Smitha G. Nair, Director (M&CA), HQs- PR Deptt. | : | Member |
| iii) | Ms. Alka, Secretary, HQs-Bureau Secretariat | : | Member |
| iv) | Shri Shashi B. Thakur, Section Officer, HQs-Estt. Deptt. | : | Member |
| v) | All India Democratic Women's Association
(AIDWA) Representative | : | NGO Member |


(शोएब अख्तर)
निदेशक (स्थापना)

परिचालित: बी.आई.एस. के माध्यम से मुख्यालय के सभी विभागों, केन्द्रीय प्रयोगशाला/शाखा प्रयोगशालाएँ/प्रशिक्षण संस्थान/क्षेत्रिय कार्यालय/शाखा कार्यालय में परिचालित ।

Circulated to: All Department at BIS-HQs/Central Laboratory/Regional Laboratories/NITS/Regional Offices/Branch Offices of BIS through BIS Intranet.

Annexure

The details of the Members of Internal Complaint Committee (ICC) of BIS HQs are given below:

- 1) Smt. Rachna Sehgal, Sc.-G & Head (Publication), Presiding Officer, ICC-BIS HQs,
Email Id: rachna@bis.gov.in, **Mobile No.:** 09899868646
- 2) Smt. Smitha G. Nair, Director (M&CA), Member
Email Id: smitanair24@gmail.com, **Mobile No.:** 09869740225
- 3) Smt. Alka, Secretary, HQs- Bureau Secretariat
Email Id: alka@bis.gov.in, **Mobile No.:** 9818029017
- 4) Shri Shashi B. Thakur, Section Officer (Estt), Member
Email Id : shashi.thakur@bis.gov.in, **Mobile No.:** 09899202696
- 5) Smt. Maimoona Mollah, All India Democratic Women's Association (AIDWA), NGO Member
Email Id: aidwacec@gmail.com, **Mobile No:** 09811478191

Revised

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दिनांक: 30 Aug 2024

OFFICE MEMORANDUM

Subject: Reconstitution of "Internal Complaints Committee (ICC)" in work place at BIS-HQs.

In supersession of this department's Office Memorandum Ref. No. Estt-III/ICC/76:01/2020 dated 19.01.2024, it is informed that the Competent Authority has appointed Smt. Rachna Sehgal, Sc-G & Head (Publication) as Presiding Officer of Internal Complaints Committee (ICC) at BIS-HQs in place of Smt. Reena Garg, Sc-G & Head (LITD) and Smt. Smitha G. Nair, Director (Marketing & Consumer Affairs), HQs-PR Deptt., as one of the member of Internal Complaints Committee (ICC) at BIS-HQs in place of Smt. Neha Singhal, DD(A&F), HQs-GSD, with immediate effect. The other members of the Internal Complaints Committee (ICC) at BIS-HQs, remain the same.

2. Accordingly, the Composition of Internal Complaints Committee (ICC) under Section 4 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 at BIS-HQs. New Delhi shall be Reconstituted, as under:

- | | | | |
|------|--|---|-------------------|
| i) | Smt. Rachna Sehgal, Sc-G & Head (Publication), | : | Presiding Officer |
| ii) | Smt. Smitha G. Nair, Director (M&CA) | : | Member |
| iii) | Shri Bindu Kumar, AD (A&F), HQs-GSD | : | Member |
| iv) | Shri Shashi B. Thakur, Section Officer, HQs-Estt. | : | Member |
| v) | All India Democratic Women's Association
(AIDWA) Representative | : | NGO Member |

3. The Committee shall have tenure up to 09 Jan 2025.


(शोएब अख्तर)
निदेशक (स्थापना)

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Circulated to: All Department at BIS-HQs/Central Laboratory/Regional Laboratories/
NITS/Regional Offices/Branch Offices of BIS through BIS Intranet.

o/c SOE/TH Hall.
AD (A&F) 30.08.2024
