

No.A.60011/40/97-Admn.I (LA)  
Government of India  
Ministry of Law and Justice  
Department of Legal Affairs

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New Delhi, the 21<sup>st</sup> May 2009.

ORDER NO.40

In supersession of this department's order No.4/07, issued vide file of even number dated 15<sup>th</sup> January 2007, on the subject of sexual harassment of women at work place and as per the orders of the Competent Authority, the Complaints Committee for the Department of Legal Affairs & Legislative Department, constituted earlier under the chairmanship of Smt. Sushma Suri, Joint Secretary & Govt. Counsel, has been reconstituted as under, to look into the complaints made by the victims of sexual harassment, with immediate effect :-

S.No.	Name & Designation of the Officer	
1	Mrs. Sushma Suri, Senior Govt. Advocate, Central Agency Section, Supreme Court Compound, New Delhi.	Chairperson
2.	Mrs. Sharda Jain, Additional Legislative Counsel, Legislative Department, 4 <sup>th</sup> Floor, 'A' Wing, Shastri Bhavan, New Delhi.	Member
3.	Shri C.O. Rajan, Deputy Secretary, Department of Legal Affairs 4 <sup>th</sup> Floor, 'A' Wing, Shastri Bhavan, New Delhi..	Member
4.	Smt. Poonam Suri, Assistant Legal Adviser Department of Legal Affairs 4 <sup>th</sup> floor, 'A' Wing, Shastri Bhavan New Delhi.	Co-ordinator

2. The above said Committee shall look into the complaints received from woman employees of both the departments i.e., Department of Legal Affairs and Legislative Department also and ensure time-bound treatment of complaints so received by them. The Committee shall also make an annual report of the complaints and action taken by them on such complaints, to Secretary, Department of Legal Affairs and to Secretary Legislative Department in respect of staff working under their respective control.

3. The Committee can co-opt a third party, either NGO or other body, familiar with or having experience in the subject matter as a member.



(V. Ravindran)

Under Secretary to the Govt. of India

To

1. Smt. Sushma Suri, Senior Govt. Advocate, Central Agency Section, D/o Legal Affairs, Supreme Court Compound, New Delhi.
2. Smt. Sharda Jain, Addl. L.C, Legislative Department, 4<sup>th</sup> Floor, 'A' Wing, Shastri Bhavan, New Delhi.
3. Shri C.O. Rajan, Deputy Secretary, Department of Legal Affairs, 4<sup>th</sup> floor, 'A' Wing, Shastri Bhawan, New Delhi.
4. Smt. Poonam Suri, Assistant Legal Adviser, Department of Legal Affairs, 4<sup>th</sup> Floor, 'A' Wing, Shastri Bhavan, New Delhi.

Copy also forwarded for information to :-

- (i) Incharge, Central Agency Section.
- (ii) Incharge, Br. Sectt., Mumbai.
- (iii) Incharge, Br. Sectt., Kolkata.
- (iv) Incharge, Br. Sectt., Chennai.
- (v) Incharge, Br. Sectt., Bangalore.
- (vi) AS&FA (Law) Controller of Accounts, Ministry of Law/PAO(LA)/PAO(LD).
- (vii) Lit.(HC) Section, Lit.(LC) Section/CAS/ATFE/CAT Section (with 5 s/copies each)/Notice Board.
- (viii) All officers and Sections in the Department of Legal Affairs.
- (ix) PS to MLJ/PS to MOS(L&J)/PS to Law Secretary/PS to Secretary(LD)/PS to Member Secretary (Law Commission)/ PS to Chairman, ATFE/PS to AS(Shri D.R. Meena)/PS to AS (A)/PS to CVO / PS to JS(PG)/CPIO/CAPIO/Director (E)/US(E)/US(A)/US(G).
- (x) Deptt. of Personnel & Training [Estt.(A) Section] North Block, New Delhi.
- (xi) Chairperson, National Commission for Women, 4, Deen Dayal Upadhyaya Marg, New Delhi-2.
- (xii) Ministry of Labour, (C&WL.II Section), Shram Shakti Bhawan, New Delhi.
- (xiii) Admn.I(LD) Section with the request that the above order may please be circulated to all officers & Sections of Legislative Department.
- (xiv) Under Secretary, Law Commission with the request that the above order may please be circulated to all officers/sections within Law Commission.
- (xv) Admn.I(LA) Section (with 2 spare copies).
- (xvi) Hindi Unit. They are requested that Hindi version of the order may be supplied immediately.



(V. Ravindran)

Under Secretary to the Govt. of India

Vigilance unit -

NIC unit is requested to post this order on the website of this Ministry urgently. This unit may please be informed after doing the needful.

To. B/C NIC cell, D/o L.A.

(SANDEEP SAXENA)  
SECTION OFFICER