

File No.: 34/1/2017-Vig.
Government of India
Ministry of Law and Justice
Department of Legal Affairs

Shastri Bhawan, New Delhi
Date: - 4th August, 2025

OFFICE ORDER

Subject: - Constitution of Complaints Committee under section 4 of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013-reg.

The Complaints Committee to deal with the complaints of sexual harassment in the D/o Legal Affairs and Legislative Department is reconstituted as follows: -

Name and Designation	Department	Role in ICC
Smt. Varsha Chandra, JS & LO	Law Commission of India	Chairperson
Smt. Arti Chopra, Addl LC	Legislative Department	Member
Shri. J. P. Dubey, DLA	Department of Legal Affairs	Member
Smt. Pratibha Ahuja, DS	Department of Legal Affairs	Member
Ms. Anita Sharoha, Advocate	Member from NGO	Member

2. The Complaints Committee shall be deemed to be the inquiry authority appointed by the disciplinary authority for the purpose of CCS (CCA) Rules, 1965. The report of the Complaints Committee should be treated as an inquiry report. It will examine the complaints made against sexual harassment of women employee(s) and, if necessary, conduct an inquiry. On completion of the same, the committee will submit its findings to the Deputy Secretary (Admn. - I), Department of Legal Affairs for further necessary action.

3. Ms. Anita Sharoha, Advocate will be entitled to travelling allowances as per Rule 3 of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Rules, 2013 for participating in the proceedings/meetings of the Committee.


(Shweta Kamboj)
Under Secretary

To,

1. The Chairperson and all the Members of the Complaints Committee.
2. Ms. Anita Sharoha, A-176, Saini Tower, Kotla Mubarak Pur, Opp. Defence Colony, New Delhi.
3. Ms. Bhavna Arora, C-53, 3rd Floor, Ganesh Nagar, Pandav Nagar Complex, Delhi - 110092
4. PS to Hon'ble MSLJ (I/C) /PSO to LS.
5. All Officers and Sections of the Department of Legal Affairs and Legislative Department.

Copy for information to: -
Secretary, Ministry of Women and Child Development

Composition of Internal Complaints Committee: -

S.No.	Name and Designation	Post	Phone No.	Email ID
1.	Smt. Varsha Chandra, JS& LO	Chairperson	9910233581	varsha.chandra67@gov.in
2.	Smt. Arti Chopra, Addl. LC	Member	011-23384065	arti.chopra@nic.in
3.	Shri. J. P. Dubey, DLA	Member	8584919248	jp.dubey76@gov.in
4.	Smt. Pratibha Ahuja, DS	Member	011-23384777	pratibha.ahuja@nic.in
5.	Ms. Anita Sharoha, Advocate	Member	-----	power_law@yahoo.com

No. 34/1/2017-Vig
Government of India
Ministry of Law & Justice
Department of Legal Affairs
Vigilance Unit

Shastri Bhawan, New Delhi
Dated the 17th September, 2024

OFFICE MEMORANDUM

Subject:- Internal Complaint Committee (ICC) for Branch Secretariat Bangalore – reg.

The undersigned is directed to refer to email dated 4.9.2024 received from Branch Secretariat Bangalore on the subject mentioned above and to say that their request for co-opting the Internal Complaint Committee (ICC) constituted in the Main Secretariat has been acceded to. Accordingly, any complaints regarding sexual harassment of women at workplace pertaining to the Branch Secretariat, Bangalore would be handled by the ICC formed in the Main Secretariat.

2. It is requested to issue necessary orders and circulate it among the employees of Branch Secretariat Bangalore.

V. S. Chauhan 17/09/24

(V.S. Chauhan)
Under Secretary to the Govt. of India
Tel. 2338 3634

To,

Shri B. Nanda Kumar,
Deputy Legal Adviser & In-charge,
Branch Secretariat Bangalore,
Department of Legal Affairs
4th Floor, D & F Wing, Kendriya Sadan
Koramangala, Bangalore - 560 034.

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Ministry of Law & Justice
Department of Legal Affairs
Vigilance Unit

Shastri Bhawan, New Delhi
Dated the 17th September, 2024

OFFICE MEMORANDUM

Subject:- Internal Complaint Committee for Central Agency Section – reg.

The undersigned is directed to refer to OM No. A-60011/3/2023-Admn.CAS- Part-1 dated 6.9.2024 received from Central Agency Section on the subject mentioned above and to say that their request for co-opting the Internal Complaint Committee (ICC) constituted in the Main Secretariat has been acceded to. Accordingly, any complaints regarding sexual harassment of women at workplace pertaining to the Central Agency Section would be handled by the ICC formed in the Main Secretariat.

2. It is requested to issue necessary orders and circulate it among the employees of Central Agency Section.

V. S. Chauhan
17/09/24

(V.S. Chauhan)

Under Secretary to the Govt. of India

Tel. 2338 3634

To,

Shri Raj Bahadur,
Addl. Govt. Advocate & HOO,
Central Agency Section,
Department of Legal Affairs,
2nd Floor, ILI Building,
Bhagwan Das Road, New Delhi.

No. 34/1/2017-Vig
Government of India
Ministry of Law and Justice
Department of Legal Affairs
Vigilance Section

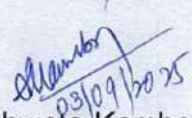
Shastri Bhawan, New Delhi
Date: -03rd September, 2025

OFFICE MEORANDUM

Subject: - Internal Complaint Committee (ICC) for Branch Secretariat Chennai — reg.

The undersigned is directed to refer to note No. C-13019/8/2024-Admn.Chn. dated 26.08.2025 received from Branch Secretariat Chennai on the subject mentioned above and to say that their request for co-opting the Internal Complaint Committee (ICC) constituted in the Main Secretariat has been acceded to. Accordingly, any complaints regarding sexual harassment of women at workplace pertaining to the Branch Secretariat, Chennai would be handled by the ICC formed in the Main Secretariat.

2. It is requested to issue necessary orders and circulate it among the employees of Branch Secretariat Chennai.


(Shweta Kamboj)

Under Secretary to the Govt. of India

To,

Shri P. K. Sankara Subramaniam,
Section Officer & DDO
Branch Secretariat Chennai
Department of Legal affairs.
3rd Floor, Annex, 26, Haddows Road,
Chennai, Tamil Nadu, 600034.