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SURVEY OF INDIA

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भारत के महासर्वेक्षक का कार्यालय  
Office of the Surveyor General of India  
हथीबकला एस्टेट, डाक बॉक्स सं०३७  
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Dehradun-248001 (Uttarakhand), India

**Departmental Order No.Vig.- 161/1115-Sexual Harassment Dated 30 May, 2022**

**SUB.: Implementation of the provisions of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act., 2013 – Reg.**

**Ref.:** In continuation to the Departmental Order No.3760/1115- Sexual Harassment dated 27.07.2017

Please find enclosed herewith the copies of following documents pertaining to provisions of the sexual harassment of woman at their work place for their strict compliance:

- (i) Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013
- (ii) Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Rules, 2013
- (iii) Hand book on Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013
- (iv) DOP&T's OM No.11013/2/2014-Estt.(A-III) dated 16.07.2015 regarding steps for conducting the inquiry in case of allegation of sexual harassment.

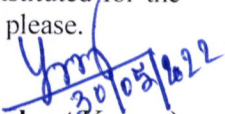
2. It is observed that some of the GDCs and Offices have not constituted the Complaints Committee as per the rules. **Some of the members of the Complaints Committee are holding the post of the Complaints Committee even after the prescribed period of 3 years in contrary to the rules** which is not permissible and required to be corrected immediately.

3 The Addl. SGs/Directors/ DSGs are requested to ensure that the Complaints Committee for Redressal of Sexual Harassment cases at their stations have been formed in accordance with the rules and instructions mentioned in the Act without any deviation. The members of the Committees should meet once in a quarter, even if there is no live case to ensure that the committee is effective and functional at all the times and send periodically reports of their meetings and action taken to the concerned authorities regularly.

4. One Complaints Committee is enough for one station irrespective of the number of GDCs and Zones existed at a station. The committee may be formed on mutual consent of each other by one of the GDCs or Zones. At Dehra Dun station, this will be done by Surveyor General's Office.

5. The attention of Addl. SGs and Directors are also invited to the DoP&T's OM No.11013/2/2014 –Estt.(A-III) dated 16.07.2015 under which the steps for conducting the inquiry on the allegation of sexual harassment have been given in detail. They are requested to kindly ensure that the inquiry on a complaint of sexual harassment is to be done by the Complaints Committee as per the instructions given in the said OM.

6. All the Zones and GDCs are requested to send a copy of the Complaints Committee constituted for the purpose as per the provisions of the aforesaid Act **latest by 10.06.2022** for our reference and records please.

  
(Prashant Kumar)

Deputy Surveyor General & VO  
for Surveyor General of India

**Copy to:**

- (i) **The Secretary** to the Govt. of India, Ministry of Science & Technology, (Deptt. Of Science & Technology), Technology Bhavan, New Mehrauli Road, New Delhi – 110 016 for information please. (Kind Attn.: Shri Vinod Kumar Sharma, Under Secretary)

- (ii) **Addl. SGs:** Eastern Zone / Western Zone / Northern Zone / Southern Zone / Central Zone / North Eastern Zone / Printing Zone/ Specialized Zone for information and necessary action.
- (iii) **The Addl.SGs / Directors:** NIGST /Maharashtra & Goa GDC / Rajasthan GDC / Andhra Pradesh GDC /East Uttar Pradesh GDC/Madhya Pradesh GDC/ Uttarakhand & West UP GDC/ Punjab, Chandigarh & Haryana GDC/Jammu & Kashmir GDC/Himachal Pradesh GDC / Assam & Nagaland GDC/Meghalaya & Arunachal Pradesh GDC/Tripura, Manipur & Mizoram GDC / Bihar GDC / West Bengal & Sikkim GDC/Orissa GDC/Jharkhand GDC / Chhattisgarh GDC / Gujarat, Daman & Diu GDC / Karnataka GDC / Tamilnadu, Pondicherry and Andaman & Nicobar Islands GDC / Kerala & Lakshadweep GDC / Survey (Air) and Delhi GDC / Geographical Informatics System & Remote Sensing Directorate/ National Geo-spatial Data Centre / Geodetic & Research Branch / MA&DC (B&P) /National Spatial Data Infrastructure/International Bdy. Dte. /DSSDI /Digital Mapping Centre / Eastern Printing Group/Southern Printing Group/Western Printing Group / Directorate of Map Publication for information and necessary action.
- (iv) **I/c,** Survey of India Website, C/o National GDC, Dehra Dun for information. He is requested to place a copy of this letter on the Survey of India website.
- (v) **Dr. B.Namchu,** CMO and Chairperson of the Complaints Committee for Redressal of Sexual Harassment at Workplace (C/o NPG Dispensary) for information and necessary action.