

P. & C. (P)  
Dy. No. 313  
Date 03/06/2021

DELHI DEVELOPMENT AUTHORITY  
(WELFARE DEPARTMENT)

Diary No. 1124  
Date 02/06/2021  
Director (Pers.)-II

No: F1(6)/97/SWS/DDA/ 80

Dated: 01/06/2021

"OFFICE ORDER"

In supersession of Office order no. F1(6)/97/SWS/DDA/288 dated 07/09/2017, the Hon'ble Vice Chairman, DDA is pleased to re-constitute the Internal Committee to address the complaints made by the female employees for sexual harassment at workplaces as under:

- |  |                  |
|--|------------------|
| 1. Smt. Anu Aggarwal, Additional Chief Legal Advisor - | Chairperson      |
| 2. Smt. Poonam Mathur, Director (Nazarat) -            | Member           |
| 3. Smt. Kalpana Khurana, Director (Landscape) -        | Member           |
| 4. Sh. Gyan Sharma, Director (Vigilance) -             | Member Secretary |
| 5. Smt. Kalpana David, an outsider Member -            | Member           |
- from YWCA of India.
- II Consequently, all the complaints and the inquiries pending at present are entrusted to this Committee for examination and report.
- III The Committee will cater to women's issues/grievances and to conduct a survey within DDA and its attached offices to collect suggestions/recommendations from women employees on the issues concerning them to help the women employees in the department. One of the objectives of this Committee is to function for the welfare of women employees in DDA.
- IV Women Employees of DDA who have any grievance or suggestions/recommendations which can be taken up for ensuring their welfare may kindly be communicated to the Committee for further action.
- V In case, there is no complaint received from female employees, the Women Complaint Committee shall hold quarterly meeting to deliberate on the issues of female employees and send minutes to Commissioner (Personnel).
- VI Women Complaint Committee shall also present annual report to Commissioner (Personnel).
- VII Henceforth the office of the Committee will be the office of Smt. Anu Aggarwal, Additional Chief Legal Advisor, Room No. 617, 6<sup>th</sup> Floor, B Block, Vikas Sadan, INA, New Delhi - 110023.

*MV*  
3.6.2021  
P.C. (P)-II, III, IV, P.C. (P)  
(BAL RAJ)  
DY. Director (IR & SW)

Copy to:

1. O.S.D to V.C, DDA for information of latter.
2. P.S. to E.M, DDA for information of latter.
3. P.S. to F.M., DDA for information of latter.
4. P.S. to Member (Admin & LM), for information of latter.
5. P.S. to P.C (Personnel & Hort.), for information of latter.
6. CVO/CLA/Chief Architect/CAO/FA (H).
7. All Commissioner/CCS/Chief Engineers.
8. All Directors.
9. Persons Names above.
10. P.S. to Director (P)-I & II.

*Ag*  
07/06/21  
*AD/Personnel*  
07/06/2021  
Sh. Skand, pl. scan

*Nandan Singh*  
A.P.O (IR & SW)