



भांडागारण विकास और विनियामक प्राधिकरण
भारत सरकार



3, सीरी इंस्टीट्यूशनल एरिया, चौथी मंज़िल, एनसीयूआई भवन, अगस्त क्रान्ति मार्ग,
हौज़ खास, नई दिल्ली - 110016, दूरभाष: - 49536496, 49092978

Warehousing Development and Regulatory Authority
Government of India

3, Siri Institutional Area, 4th Floor, NCUI Building, August Kranti Marg,
Hauz Khas, New Delhi - 110016, Tel. No. 49536496, 49092978

No-A-42/2/2019-A and F/3280

Dated 20.12.2024

Office Memorandum

Subject: Formation of Internal Committee under the POSH Act in WDRA

In compliance with the provisions of the **Prevention of Sexual Harassment (POSH) Act, 2013**, and as per the requirements for establishing an **Internal Complaints Committee (ICC)**, the following members are hereby appointed to form the **Internal Committee (IC)** for handling complaints related to sexual harassment at the workplace within the **Warehousing Development and Regulatory Authority (WDRA)**:

Sl. No.	Name and Designation of the officers	Status in the Committee
1	Dr. Rachana Shalini, DD(Ops.)	Presiding Officer/Chairperson
2	Shri Manish Kumar Jain, US (A&F)	Member Secretary
3	Ms. Venita Solomon, AD(HR)	Member
4	Ms. Anubhuti Bhushan, AD(E&L)	Member
5	Shri A. Allen Samuel, AD(SRR)	Member
6	Ms. Himani Singh, Assistant (HR)	Member
7	Dr. Manasi Mishra from Centre for Social Research (NGO)	Member (External)

This Internal Committee will be responsible for addressing complaints related to sexual harassment in the workplace, ensuring a fair and transparent inquiry process, and promoting awareness programs as per the guidelines outlined in the POSH Act, 2013.

The Committee is expected to function with the highest degree of confidentiality, impartiality, and efficiency. It is also tasked with submitting an annual report to the Employer and District Officer on the complaints received and actions taken.

This office memorandum shall be effective immediately, and all members are required to assume their respective roles in the Internal Committee.

विनीता

For any queries related to the Committee, employees may approach the Member Secretary or the Chairperson.



**(Venita Solomon)
Assistant Director (HR)**

Circulation:

To all the officers/officials of WDRA