



कर्मचारी राज्य बीमा निगम  
(श्रम एव रोजगार मंत्रालय, भारत सरकार)  
EMPLOYEES' STATE INSURANCE CORPORATION  
(Ministry of Labour & Employment, Govt. of India)



पंचदीप भवन, प्लॉट नं. 9, रोड नं. 7,  
एमआयडीसी, अंधेरी (पूर्व), मुंबई-400093  
PANCHDEEP BHAWAN, PLOT NO. 9, ROAD, NO. 7  
MIDC, ANDHERI (EAST), MUMBAI-400093  
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Website: www.esic.nic.in / www.esic.in

No.35-B-21/11/1/2008-SCT/Women Cell

Date- 18/01/2023

## MEMORANDUM

**Subject: Setting up of "Internal Complaints Committee" in connection with the Sexual Harassment of Women at workplace (Prevention, Prohibition and Redressal) Act, 2013.**

In pursuance to Hqrs. Office letter No. A-12/18/1/Policy/14-SCT dated 13.03.2014 and under Section -4 "The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013" published in The Gazette of India (Extraordinary) dated 23.04.2013, the Dy. Director has approved the "Internal Complaints Committee" consisting of following members for ESIC Sub Regional Office Marol to provide protection against Sexual Harassment of Women at workplace and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto.

1	Ms. Renu Khare, STO	Chairperson
2	Smt. S. D. Manjrekar, Suptd. Ins-IV	Ex Officio Member- Secretary
3	Smt. Uttara Sawant, Legal Advocate	External Member
4	Smt. Nandita Thalia, Suptd.,CRI & despatch Branch	Member
5	Ms. Aditi Sarkar, Suptd., Ins-1 Branch	Member
6	Ms. Shweta Rana, Suptd., Benefit Branch	Member
7	Shri. Prasad Salvi, SSO., IC-2 Branch	Member

The Presiding Officer and every Member of the Internal Complaints Committee shall hold office for such period not exceeding three years from the date of issue of this order.

All the women employees of ESIC SRO Marol are, therefore, informed that their grievances, if any, may be brought to the notice of "Internal Complaints Committee" SRO Marol, Panchdeep Bhawan, Plot No. 9, Road No. 7, MIDC, Andheri (E), Mumbai- 400 093.

P. Sudarsanan 18/1/23  
Dy. Director (Admn.)

Copy to:

- All members of "Internal Complaints Committee".
- All Branches/Branch Offices at SRO Marol.
- Jt. Director (I/c), SRO Marol.
- The Director General (SCT), ESIC Hqrs Office, Panchdeep Bhawan, CIG Marg, New Delhi-110 002.
- ESIC Employee's Association, Mumbai.
- ESIC Employee's Union, Maharashtra, Mumbai.