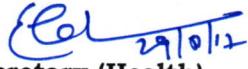


**No.F.3(5-3268)-FWPM/SHFWS/2017**  
Directorate of Health & Family Welfare  
Government of Tripura

Dated \_ 28<sup>th</sup> August,2017

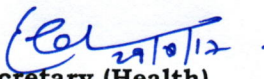
**O-R-D-E-R**

1. As per Sub-Section (2) of Section (4) of the Sexual Harassment of Women at workplace (Prevention,Prohibition and Redressal) Act,2013 all concerned are hereby directed to constitute "Internal Complaints Committee" at all workplaces under Health & Family Welfare Department,Govt. of Tripura where there are more than 10 workers/staffs in the administrative units or offices.
2. An Internal Committee shall consist of the following members to be nominated by employer, namely:-
  - (a) A presiding officer who shall be a woman employed at a senior level at workplace from amongst the employees provided that in case a senior level women employee is not available, the presiding officer shall be nominated from other offices ~~at~~ administrative units of the workplace.
  - (b) Not less than two members from amongst employees preferably committed to the cause of women or who have had experience in social work or have legal knowledge.
  - (c) One member amongst Non-governmental organization or associations committed to the cause of women or a person familiar with the issues relating to sexual harassment.
  - (d) Provided that atleast one half of the total members so nominated shall be women.
  - (e) The presiding Officer and every member of the Internal Committee shall hold office for such period not exceeding three years from the date of their nomination and at regular interval shall require to be re-constituted.
3. The Internal Complaints Committee shall have functions & powers as provided in the Sexual Harassment of Women at workplace (Prevention,Prohibition & Redressal) Act,2013.

  
**Joint Secretary (Health)**  
**Government of Tripura.**

**Copy to:**

1. The Mission Director,National Health Mission,Govt. of Tripura for information & necessary action.
2. The Director of Health Services,Govt.of Tripura for information & necessary action.
3. The Director of Family Welfare & PM,Govt.of Tripura for information & necessary action
4. The Project Director,TSACS,Agartala for information & necessary action.
5. The Medical Superintendent- IGMH/AGMC & GBPH/TMC & BRAH/Gomati DH/Santirbazar DH /Kulai DH/Unakoti DH/Dharmanagar DH/Khowai DH Hospital for information & necessary action.
6. The Member Secretary, SH&FWS,NHM,Tripura for information & necessary action.
7. The Chief Medical Officer - South Tripura/Gomati /Sepahijala/West Tripura/ Khowai /Dhalai/Unakoti/North Tripura District, Govt. of Tripura for information & necessary action.
8. The Sub-Divisional Medical Officer- Sabroom SDH/Belonia SDH/Amarpur SDH/Tripura Sundari SDH / Melaghar SDH/ Bishalgarh SDH /BSM SDH/L.T.Valley SDH/Gandacherra SDH/Kanchanpur SDH/RGM SDH,Govt.of Tripura for information & necessary action .
9. All MOI/c - PHC/CHC for information & necessary action.

  
**Joint Secretary (Health)**  
**Government of Tripura.**