

No.2448/DAC/Estt/E1/2019  
GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF ART AND CULTURE

Puducherry, dt. 14.09.2023

**OFFICE MEMORANDUM**

Sub: DAC – Estt – Constitution of Internal Complaints Committee under Sexual Harassment of Women at Work Place Act, 2013 – Hosting in official website - Reg.

Ref: Letter No.26523/DWCD/DD(WD)/A7/SHW/2022  
dt. 06.09.2023 of the Department of Women and Child Development, Puducherry.

It is hereby instructed to host the following particulars in respect of Internal Complaints Committee constituted under "The Sexual Harassment of Women at Work Place (Prevention, Prohibition and Redressal) Act, 2013," in the Department of Art & Culture, Puducherry, in the official website of this Department:

- (i) Order No.2448/DAC/Estt/E1/2019 dt. 19.12.2022 of this Department on re-constitution of the Internal Complaints Committee.
- (ii) Particulars of Members of the Internal Complaints Committee.
- (iii) The Sexual Harassment of Women at Work Place (Prevention, Prohibition and Redressal) Act, 2013.
- (iv) The Sexual Harassment of Women at Work Place (Prevention, Prohibition and Redressal) Rules, 2013.

Encl: As stated above.

  
(V. KALIAPERUMAL)  
DIRECTOR

To  
✓ The Data Entry Operator,  
Department of Art and Culture,  
Puducherry.

No.2448/DAC/Estt/E1/2019 / 207  
GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF ART AND CULTURE  
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Puducherry, dt.19.12.2022.

**ORDER**

Sub: DAC – Estt – Re-Constitution of Internal Complaints  
Committee under Sexual Harassment of Women  
at Work Place Act, 2013 – Order Issued – Reg.

Ref: Letter No.4667/DWCD/WD/A7/SHA/2022  
dated 13.10.2022.  
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In exercise of the powers conferred under section 4(1) of the "The Sexual Harassment of Women at Work Place (Prevention, Prohibition and Redressal) Act, 2013, the Internal Complaints Committee is hereby re-constituted in the Department of Art & Culture, Puducherry with the following members:

- |       |   |       |                   |
|-------|---|-------|-------------------|
| (i)   | Tmt. Y. Gulzar Maria,<br>Junior Accounts Officer  | ..... | Presiding Officer |
| (ii)  | Thiru. S. Thirumeniselvam,<br>Assistant Library and Information Officer   | ..... | Member            |
| (iii) | Thiru. R. Arulrasu,<br>Superintendent, DAC  | ..... | Member            |
| (iv)  | Tmt. R. Saravhana Priya,<br>Pondicherry Heritage Ladies Circle 187,<br>No.104, Needarajapayar Street,<br>Puducherry 605001. | ..... | Member (NGO)      |

2. The tenure of the Committee shall be of three years from the date of issue of this notification or till necessity thereof ceases.

3. The Member appointed from Non-Government Organisation shall be entitled to an allowance of two hundred rupees per day for holding the proceedings of the Internal committee and also the reimbursement of travel cost incurred in travelling by train in three tier air condition or air conditioned bus and auto rickshaw or taxi, or the actual amount spent by her on travel, whichever is less shall be borne by the Department of Art and Culture, Puducherry.

4. The functions of the above mentioned Members would be as enumerated in "The Sexual Harassment of Women at Work Place (Prevention, Prohibition and Redressal) Act, 2013. A copy of the Act is enclosed.

(K.CANDANE @ SIVARADJANE)  
DIRECTOR

To  
All the Members.

Copy to:-

The Director, Department of Women and Child Development,  
Puducherry.

---- for kind information

GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF ART AND CULTURE

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Particulars of Members of **Internal Complaints Committee** constituted under  
"The Sexual Harassment of Women at Work Place (Prevention, Prohibition and  
Redressal) Act, 2013,"

Sl. No.	Name	Post	Contact Number	Email Id
1.	<b>Tmt. Y. Gulzar Maria,</b> Junior Accounts Officer	Presiding Officer	9585477887	-
2.	<b>Thiru. S. Thirumeniselvam,</b> Assistant Library and Information Officer	Member	9443468638	thirumeniselvam11@gmail.com
3.	<b>Thiru. R. Arulrasu,</b> Superintendent	Member	9443293387	aroul1971raj@gmail.com
4.	<b>Tmt. R. Saravhana Priya,</b> Pondicherry Heritage Ladies Circle 187, Puducherry.	Member (NGO)	9994328316	-

GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF ART AND CULTURE

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Sexual Harassment of Women at Work Place  
(Prevention, Prohibition and Redressal) Act, 2013.

**NOTICE**

Any woman who is a victim of Sexual harassment in this Office can make a Complaint in writing to the Presiding Officer of the Internal Complaints Committee of this Department.

Address:

Tmt. Y. Gulzar Maria,  
Junior Accounts Officer,  
Presiding officer,  
Internal Complaints Committee,  
Department of Art and Culture,  
No. 1, Romain Rolland Street, Puducherry – 605 001.  
Phone. No.: 0413 – 2336203 / 2349716 / (Fax) 2336236  
E-mail Id : [art.pon@nic.in](mailto:art.pon@nic.in)