



Government of West Bengal
Directorate of Forests

Office of the Principal Chief Conservator of Forests, Head of Forest Force
Aranya Bhawan, Block: LA-10A, Salt Lake City, Sector – III, Kolkata:: 700 106
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Visit us at: www.westbengalforest.gov.in



No. 9550/PMC/2M-538/2002 (Pt-B)

Dated : 29/01/2024

To : 1. All Chief Conservator of Forests, West Bengal.
2. All Conservator of Forests, West Bengal.
3. All DFOs. , DFDs., DCFs, Directors, West Bengal.

Sub : Regarding re-constitution of Internal Complaints Committee as per provisions laid under the "Sexual Harassment of Women at work place (Prevention, Prohibition and Redressal Act, 2013)".

Ref : File no. FOR-11099/41/2018-SECTION (FOR)-Dept. of Forest, dated 25.11.2018, forwarded vide CCF, PMC's memo no. 611/PMC/2E-538/2002 (Part-B) dated 18.04.2019 (Copies enclosed).

With reference to the above, you are hereby requested to immediately re-constitute the Internal Complaints Committee (ICC) as per provisions laid under the "Sexual Harassment of Women at work place (Prevention, Prohibition and Redressal Act, 2013", if the existing committee was formed more than three (03) years ago and completed its tenure. This request has been made as per section no. 4(3) of the said act, which clearly states,

"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, as may be specified by the employer".

This may please be treated as Extremely Urgent".

Chief Conservator of Forests,
P.M.C., West Bengal.

No. 9551/PMC/2M-538/2002 (Pt-B)

Dated : 29/01/2024

Copy forwarded for kind information and necessary action to :-

1. The P.C.C.F. (HoFF), West Bengal.
2. The P.C.C.F., Wildlife & Chief Wildlife Warden, West Bengal.
3. The P.C.C.F., Research, Monitoring & Development, West Bengal.
4. The Managing Director, West Bengal Forest Development Corporation Ltd.
5. ALL Additional P.C.C.F, West Bengal.

Chief Conservator of Forests,
P.M.C., West Bengal.

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APCCP/HRD
20/11/18

Office of the Pr Conservator of Forest (HOFF)
Reg. No. 5028/Pme
Date No. 26/11/18

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Government of West Bengal
Department of Forests

Aranya Bhavan, Block LA-10A, Sector -III, Salt Lake City, Kolkata -700098

Date: 15/11/2018

From: The Joint Secretary to the Government of West Bengal

To: The Principal Chief Conservator of Forests & HoFF, West Bengal

Sub: Constitution of Internal Complaints Committee regarding "Sexual Harassment of Women at workplace(Prevention, Prohibition and Redressal) Act' 2013

Sir,

In inviting a reference to the subject quoted above, I am directed to request you to kindly take necessary steps to constitute "Internal Complaints Committee" in your office & other sub-ordinate offices under the administrative control of this Department and also request to furnish the copies of the orders of the same as early as possible to this Department for onward transmission of the same to the Women & Child Development & Social Welfare Department.

This may be treated as extremely urgent.

Yours faithfully,

M.S.

Joint Secretary to the Govt. of West Bengal

No. : 611 /PMC/2E-538/2002 (Part-B)

Dated: 18/04/2019.

Copy forwarded for information & necessary action to:-

1. The Principal Chief Conservator of Forests, Wildlife, Chief Wildlife Warden, West Bengal.
2. The Principal Chief Conservator of Forests, Research, Monitoring & Development, West Bengal.
3. All Additional Principal Chief Conservators of Forests, West Bengal.
4. All Chief Conservators of Forests, West Bengal, *Field Director, Tiger Reserves*
5. All Conservators of Forests, West Bengal.
6. All Divisional Forest Officers/ Deputy Field Directors/ Deputy Conservators of Forests, West Bengal.

*Director
Forest
West
Bengal*

They are requested to take necessary steps to constitute "Internal Complaints Committee" in their respective offices and submit their consequent report immediately to undersigned for onward submission to the Department of Forests, Government of West Bengal.

P. K. Pandit

(Shri P K Pandit, IFS)

Chief Conservator of Forests,
Personnel Management Cell, West Bengal.

17.4.18