



कार्यालय, मुख्य चुनाव अधिकारी, दिल्ली

OFFICE OF THE CHIEF ELECTORAL OFFICER, DELHI

पुराना सेंट स्टीफन कॉलेज भवन
कश्मीरी गेट, दिल्ली - 110006.

Old St. Stephen's College Building
Kashmere Gate, Delhi-110006

No. F.CEO/Admn./Vig./118/11/2022/8066

Dated : 23/05/25

ORDER

Consequent upon transfer of Dr. Kinny Singh, District Election Officer (West) vide Services Department's Order No. 179 dated 16-05-2025, and Ms. Vijay Shree Gulati, Asstt. Director (Planning), the Internal Complaints Committee on Sexual Harassment at Workplace constituted in pursuance of Section 4 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (14 of 2013), constituted vide Order No.CEO/Admn./Vig./118/11/2022/4586 dated 11.11.2024, is hereby reconstituted as under: -

1. Ms. Vandana Rao, District Election Officer, District (West) - Presiding Officer
2. Ms. Savita Sharma, Assistant Director (Planning) CEO (HQ) - Member
3. Shri Virender Singh, SDM (Election), Distt. North-West - Member
4. Ms. Vandana Sharma, NGO - Member

This issues with the approval of the Chief Electoral Officer, Delhi.

Bhupendra Kumar
23/05/2025
(Bhupendra Kumar)

Deputy Chief Electoral Officer (Vigilance)

No. F.CEO/Admn./Vig./118/11/2022/

Dated :

Copy forwarded for information and necessary action to:-

1. The Member Secretary, National Commission for Women, Plot No.21, Jasola Institutional Area, New Delhi - 110 025.
2. The Chairman, Delhi Commission for Women, GNCTD, G-Block, 2nd Floor, Vikas Bhawan, IP Estate, New Delhi - 02.
3. The Chairperson, State Complaints Committee, O/o the Chairperson, C-Block, 2nd Floor, Vikas Bhawan, IP Estate, New Delhi - 02.
4. Deputy Secretary (Vigilance), Directorate of Vigilance, GNCTD, Delhi Secretariat, IP Estate, Delhi.
5. Deputy Secretary (Admn.), GAD, GNCTD, Delhi Secretariat, IP Estate, New Delhi.
6. Ms. Vandana Rao, Presiding Officer (ICC) / District Election Officer, District West.
7. Shri Virender Singh, SDM (Election), Member (ICC) / District North-West.
8. Ms. Savita Sharma, Asstt. Director (Planning), CEO (HQ), Kashmere Gate, Delhi.
9. Ms. Vandana Sharma, President, Nari Raksha Samiti, 2, Raj Niwas Marg, Civil Lines, Delhi-54.

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10. All District Election Officers, along with (i) e-mail ID & contact numbers of aforesaid ICC; (ii) complaint procedure of prevention of sexual harassment of women at workplace; (iii) procedure regarding register a complaint in She-box; and (iv) penal consequences of sexual harassment of women at workplace, for wide publicity of the same at conspicuous / prominent places in work place/office premises.
11. Dy. CEO (P&I), CEO (HQ), along with e-mail ID & contact numbers of aforesaid ICC to get the flex-board prepared for the same and affix at conspicuous / prominent places in work place/office premises for wide publicity.
12. Senior System Analyst, CEO (HQ), Kashmere Gate, Delhi, along with e-mail ID & contact numbers of aforesaid ICC for uploading the same on the official website of the department.
- ✓ 13. All Branch Incharges at CEO (HQ), Kashmere Gate, Delhi – for circulation among staff. (IT)
14. PS to CEO / Spl. CEO / Addl. CEO / Jt. CEO-I / Jt. CEO-II / Dy. CEO, CEO (HQ), Kashmere Gate, Delhi.
15. Guard File.

B Kumar
23/05/2025

(Bhupendra Kumar)

Deputy Chief Electoral Officer (Vigilance)

**Details of e-mail IDs and contact number of
Internal Complaints Committee**

In pursuance of Section 4 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (14 of 2013), the Internal Complaints Committee on Sexual Harassment at Workplace has been reconstituted vide order dated **23.05.2025**. Their details is as under :-

S.No.	Name & Designation	Address	Phone No.	e-mail
1.	Ms. Vandana Rao, District Election Officer, District West/ Presiding Officer	Office of the District Election Officer (West), Plot No.3 Shivaji Place, Near West Gate Mall, Raja Garden New Delhi-110027	011-25107118 011-25107118 (fax)	dcwest[at]nic[dot]in
2.	Ms.Savita Sharma, Asst. Director (Planning)/ Member ICC	Office of the Chief Electoral Officer, Kashmere Gate, Delhi.	011-23914302	adplgceo.delhi@delhi.gov.in
3.	Shri Virender Singh, SDM (Election)/ Member ICC	Office of the District Magistrate (North-West), Kanjhawala, Delhi	011-9818425426	sdm.enw1[at]gmail[dot]com
4.	Ms. Vandana Sharma, President/ Member ICC	Nari Raksha Samiti, 2, Raj Niwas Marg, Civil Lines, Delhi.	9899115463 011-23945372 011-23973949	-

A complaint of Sexual harassment addressed to Presiding Officer, Internal Complaints Committee, District Election Office (West), Plot No.3 Shivaji Place, Near West Gate Mall, Raja Garden New Delhi-110027, can be filed on any working day between 10:00 AM to 5:00 PM or through She-Box portal provided at website of Ministry of Women and Child Development.
