

No.F.27(73)-LAB/LGW/2001/ 6643-60
GOVERNMENT OF TRIPURA
LABOUR DIRECTORATE
SHRAMA BHAVAN, AGARTALA

Dated, Agartala, the 22nd ^{October,} September, 2025.

MEMORANDUM

In supersession of memorandum vide No.F.27(23)-LAB/LGW/2001/3311-51, dated 10.04.2025, the Internal Complaints Committee (ICC) on the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 has been reconstituted for the Labour Directorate with the following members for redressing sexual harassment reporting: -

1. Smt. Lipika Debbarma, Office Superintendent- Chairperson.
2. Smt. Pinki Paul, Labour Inspector- Member.
3. Smt. Lalremtluangi Chawngthu, Head Clerk- Member.
4. Smt. Jaba Debbarma, L.D. Clerk- Member.
5. Smt. Mandira Tanti, Peon- Member.
6. Smt. Tania Mandal, SPANDAN- Member.

Duties of the Committee:-

The Committee should see that

- i) Appropriate work conditions are provided in respect of work, leisure, health and hygiene.
- ii) There is no hostile environment towards women at work places.
- iii) And no women employee should have reasonable grounds to believe that she is disadvantaged in connection with her employment.
- iv) Shall ensure sending of an monthly report on 'Sexual Harassment on Woman at Workplace' to the Social Welfare and Social Education Department, Govt. of Tripura as per format appended below:-

Name of the Deptt. / Office	Whether Complaints Committee functioning / non-functioning	No. of complaints received in the month	No. of cases heard and disposed off during the month	No. of cases where punishment is made	Remarks

The Committee should submit annual report to the Secretary, Social Welfare and Social Education through the Directorate of Labour stating the number of complaints received on sexual harassment at work place, nature of harassment and the action taking of department against the complaints.


(Biswajit Paul, TCS SSG)
Labour Commissioner
Government of Tripura

To

Smt. _____ for information with a direction to maintain strict observation in work places for the preservation and enforcement of the right to gender equality of the working women.

Copy to: -

1. The P.S. to the Hon'ble Minister for Labour and etc. Department, Government of Tripura for kind information of the Hon'ble Minister.
2. The P.S. to the Secretary, Government of Tripura, Labour Department for kind information of the Secretary.
3. The P.S. to the Secretary, Government of Tripura, General Administration (Personal and Training) Department, Government of Tripura for kind information of the Secretary.
4. The P.S. to the Addl. Secretary to the Government of Tripura, Education (Social Welfare and Social Education) Department for kind information of the Addl. Secretary.
5. The Director, Government of Tripura, Education (Social Welfare and Social Education) Department for information.
- ~~6. The Jt. Labour Commissioner, Labour Directorate for information.~~
7. The Labour Officer- North/ Unakoti/ Dhalai/ Khowai/ West/ Sepahijala/ Gomati / South District for information.
8. The Nodal Officer, She-Box Portal, Labour Directorate for information and uploading of the memorandum in the said Portal.
- ✓ 9. The In-charge, IT Section, Labour Directorate for information and uploading of the memorandum in the Departmental website.
10. Guard File.