

NATIONAL SEEDS CORPORATION LIMITED
(A GOVERNMENT OF INDIA UNDERTAKING)
BEEJ BHAVAN, PUSA COMPLEX,
NEW DELHI - 110012

No. 222(1)/14-HR/NSC/8747 To 8762 ~~1219~~ Dated: 11th September, 2019

CIRCULAR

Consequent upon relieving of Mrs. Jessy Jacob, Dy. GM(F&A) from the services of the Corporation, the "Internal Complaint Committee" on Prevention of Sexual Harassment of Women Employee's at work place is re-constituted as under:

- 8/9/19
12/9/19
12/9/19
- | | | |
|---|---|-------------------|
| (1) Mrs. Babita Sharma, Manager (Prodn.) | : | Presiding Officer |
| (2) Mrs. Manu Malik, Asstt. Manager (Prodn.) | : | Member |
| (3) Shri Virender Singh, Asstt. Officer (Legal) | : | Member |
| (4) One member from NGO will be nominated later on. | | |

The Internal Complaint Committee will meet once in a month to consider the complaints on sexual harassment against women at work place received, if any. The complaints in this regard may be addressed to Mrs. Babita Sharma, Manager (Prodn.), NSC, Corporate Office, New Delhi.

Handp
11/09/19
(S.P. Pandey)
Asstt. General Manager (HR)

Distribution:

- 8/9/19
11/9/19
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- 1) Individual concerned.
 - 2) Director (Finance) / Director (Commercial) for information.
 - 3) All Head of Departments, NSC, Corporate Office, New Delhi for circulating among all the employees working under them.
 - 4) All Regional Managers/Head of Farms, NSC for circulating among all the employees working under them.
 - 5) Dy. GM(Engg./IT), NSC, Corporate Office, New Delhi may arrange to upload the contents of this circular on NSC Web-site.
 - 6) CVO, Company Secretary, Corporate Office.
 - 7) PS to CMD.
 - 8) Notice Board.
 - 9) Guard file.

O/C