

NATIONAL SEEDS CORPORATION LIMITED
(A GOVERNMENT OF INDIA UNDERTAKING)
BEEJ BHAWAN, PUSA COMPLEX
NEW DELHI – 110 012

F.No.222(1)/14-HR/NSC

Dated: 16th Feb., 2023

CIRCULAR

Consequent upon relieving of Sh. Virender Singh, Officer (Legal) on transfer from Corporate Office, New Delhi to RO Jaipur, the "Internal Complaint Committee" on Prevention of Sexual Harassment of Women Employees at work place of National Seeds Corporation is reconstituted as under:

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|---|---|-------------------|
| 1. Mrs. Babita Sharma, AGM (Prod.) | - | Presiding Officer |
| 2. Mrs. Manu Malik, Manager (Prod.) | - | Member |
| 3. Sh. Bhanu Pratap Singh Yadav, Asstt. (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 complaint in this regard may be addressed to Mrs. Babita Sharma, AGM (Prod.), NSC, Corporate Office, New Delhi.

This has approval of the competent authority.

(Sheelendra Kumar)
General Manager (HR)

Distribution:

1. Presiding Officer and Members of the Internal Complaint Committee
2. All Head / In-charge of Divisions, NSC, Corporate Office, New Delhi
3. All Regional Manager, NSC
4. All Head of Farms, NSC
5. APS to CMD, NSC, Corporate Office
6. PS to Director (Finance), NSC, Corporate Office
7. PS to Director (Commercial), NSC, Corporate Office
8. AM (HR), Establishment Cell, NSC, Corporate Office
9. IT Cell for uploading on NSC website
10. Guard File