

**C I R C U L A R**

**SEXUAL HARASSMENT AT WORKPLACE AND RE-CONSTITUTION OF  
INTERNAL COMMITTEE**

**TO ALL EMPLOYEES**

1. Reference HR Department Circular No. HR/P&RR/166/17 dated 18 Aug 17 on the subject.
2. In view of amendment in the 'The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013', the **Internal Complaints Committee** operating in the Company will be renamed as **Internal Committee**. Further, names of the present Committee Members are given hereunder: –

Sl No.	Name	Designation	Department	Position	Phone No.
i	Smt. Lipi Das	AGM (HR)/ER&CSR	HR Deptt. / Main Unit	Presiding Officer	665
ii	Smt. Mausumi Pal Rana	SM (Finance)	Finance / RBD Unit	Member	111
iii	Smt. Tumpa Gargari	DM (Material)	Material Deptt./ Taratala Unit	Member	245
iv	Shri Partha Mukherjee	DM (Law)	Admin / Main Unit	Member	208
v	Shri Avijit Biswas	Supervisor	PP&C / Main Unit	Member	719
vi	Shri Chandan Kumar Banerjee	Office Superintendent	CDO / 61 Park Unit	Member	398
vii	Smt. Manjusha Bhatnagar	Director (HR&CA), Balmer Lawrie & Co. Ltd.	External Independent Member Mob No. 09748988111 Email: bhatnagar.m@balmerlawrie.com		



(AK Mahapatro)  
General Manager (HR&A)

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