



GARDEN REACH SHIPBUILDERS & ENGINEERS LIMITED
61, Garden Reach Road, Kolkata – 700 024

Ref : HR/Policy/55/24

HR Department
Date : 18 Oct 24

CIRCULAR

RE-CONSTITUTION OF INTERNAL COMMITTEE

To All Employees

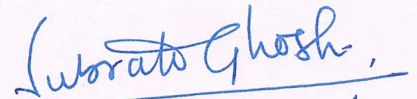
1. In pursuance of section 4 of **The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013**, the present Internal Committee for all the Units/Offices of the Company except DEP Ranchi was re-constituted w.e.f. 19.08.2023.

2. In view of, inter alia, the superannuation of some of the members of the present Internal Committee, the said the Internal Committee of GRSE Ltd. (in respect of all its Units/Offices except DEP Unit Ranchi) hereby stands re-constituted w.e.f. 23 Oct 2024 with the following members:

Sl. No.	Name	Designation	Department /Unit	Position	Phone no.
(i)	Smt. Lipi Das	GM (HR & Admin)	HR/61Park	Presiding Officer (To act as Presiding Officer till 28.10.2024)	
(ii)	Smt. Aparajita Ghosh	GM (Finance)	Finance/ 61 Park	Member (To act as Presiding Officer w.e.f. 29.10.2024 onwards)	9163331716
(iii)	Smt. Debjani Sen	AGM (Design)	CDO/Main	Member	7604074942
(iv)	Smt. Tumpa Gargary (Dana)	Sr. Manager (NCM)	Commercial/ 61 Park	Member	8420008832
(v)	Shri Partha Mukherjee	Manager (Law)	Law/Main	Member	9433129623
(vi)	Ms. Sonali Purty	Manager (HR)	HR/ 61 Park	Member	9836220204
(vii)	Smt. Sima Basak	Supervisor	TTC/TU	Member	8961998866
(viii)	Shri Ashok Kumar Sahoo	Progress Chaser-I (Chargeman)	PP&C/Main	Member	9874368911
(ix)	Shri Amar Ghosh	Office Assistant (Gr-I)	FOJ	Member	9874890981
(x)	Smt. Soma Sengupta	DIRECTOR, SANHITA (NGO)		Independent External member	9830288644

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3. The above Committee shall come into force with effect from 23 Oct 2024 and will remain operative for three years or until otherwise re-constituted.
4. The above committee will function in accordance with the provisions of The Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013 and Rules framed thereunder. The Committee will also consult the respective Certified Standing Orders, Service Rules, Conduct, Discipline and Appeal Rules of the Company and will look after the complaints along with other related issues of all the categories of employees posted in different Units/Offices in the Company except DEP Ranchi.
5. The handing over of charge and records by the existing Presiding Officer to the next Presiding Officer shall be as per the provisions of the Act of 2013 and the Rules framed thereunder.



(DIG Subrato Ghosh, ICG (Retd.)
Director (Personnel)

Distribution:

All members of Internal Committee
All Units
All Notice Boards

Copy for Information to:

CMD
D(F)
D(S)
All CGMs/GMs/AGMs
In-charge Vigilance Deptt.