

## कार्यालय महालेखाकार(ले. एवं ह.), मणिपुर, इम्फाल: 795001 OFFICE OF THE ACCOUNTANT GENERAL(A&E),

MANIPUR, IMPHAL: 795001





## Establishment /Order no.33

Dated: 17.05.2018

The Accountant General (A&E), Manipur is pleased to form/Constitute a committee comprising Ms. Elvina Leivon, AAG (A&E) as Chairperson, Smt. Babita Devi, AAO and Smt. Promila Sanasam as members for redressal of the complaints of sexual harassment of women employees of this office.

Attention to this connection is invited to Rule 3(I)(III) of CCS (Conduct) Rules, 1964 which provides that every Government employee/servant shall at all times does nothing which is unbecoming of a Government Servant. Any act of sexual harassment of women employees is definitely unbecoming of a Government servant and amounts to a misconduct. Appropriate disciplinary action should be taken/initiated in such cases against the delinquent Government servant in accordance with the rules.

Where such conduct amounts to specific offence under the Indian Penal Code or under any other law the concerned authorities shall initiate appropriate action in accordance with law by making a complaint with the appropriate authority.

Sexual harassment includes such unwelcome sexually determined behaviour (whether directly or by implication) as;

- a) Physical contact and advances;
- b) a demand on request for sexual favours;
- c) showing pornography;
- d) any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

The above committee will look after the complaints of sexual harassment of women of this office and shall initiate appropriate action in accordance with law.

[Authority: - AG's order dated 15.05.2018 at P/2<sup>N</sup> of file no. Estt (A&E)/2-SHWW/2000-2018/]

Dy. Accountant General (A&E)

Dated: 17.05.2018

Memo no. Estt (A&E)/2-SHWW/2000-2018/101-108

- 1. PS to AG(A&E), Manipur
- 2. PA to DAG (A&E), Manipur
- 3. PA to AAG (A&E), Manipur
- 4. All Branch Officers
- 5. The General Secretary, CAAA, Imphal
- 6. Welfare Asstt. (A&E)
- 7. O/o file
- 8. Notice Board

Sr. Accounts Officer (Admn)