

1-5/2015-Estt./NCPUL  
**NATIONAL COUNCIL FOR PROMOTION OF URDU LANGUAGE**  
Ministry of Education  
Department of Higher Education  
Government of India

Farogh-e-Urdu Bhawan  
FC-33/9, Institutional Area  
Jasola, New Delhi-110 025.

Date: 26 /11/2024

**CIRCULAR**

**Sub:- Constitution of Internal Complaint Committee for prevention of Sexual Harassment of Women at Workplace (Prevention, Prohibition and redressal) Act, 2013 – Reg.**


In compliance of Ministry's letter No. 18-2/2023-U.5 dated 13/06/2023 received through email dated 14.06.2023 on the above cited subject, the details of the members of reconstituted Internal Complaint Committee of this Council are as under:-

S. No.	Name	Status	Email	Mobile
1	Mrs. Shama Kausar Yazdani, A.D. (Acad.), NCPUL	Chairperson	<a href="mailto:shamayazdani@gmail.com">shamayazdani@gmail.com</a>	9717740672
2	Prof. Nuzhat Parween Khan, Former Dean Faculty of Law, JMI, New Delhi	Member/Subject expert	<a href="mailto:npkhan@jmi.ac.in">npkhan@jmi.ac.in</a>	8882040161 9910603938
3	Mrs. Neelam Rani, JAAO, NCPUL	Member	<a href="mailto:rsgurinder99@gmail.com">rsgurinder99@gmail.com</a>	9810089137
4	Mrs. Zeshan Fatima, R.A. NCPUL	Member	<a href="mailto:zeshanfatima@gmail.com">zeshanfatima@gmail.com</a>	9958331916
5	Mrs. Manju Verma, UDC, NCPUL	Member/Representative SC	<a href="mailto:manjuverma161971@gmail.com">manjuverma161971@gmail.com</a>	9818875033
6	Mrs. Sharnas Muthu Thacharupadikkal	Member/NGO's representative	<a href="mailto:sharnasmuthutt@gmail.com">sharnasmuthutt@gmail.com</a>	7503279428

Responsibilities of the Internal Committee are as under:-

*"The IC is responsible for receiving, inquiring into, and resolving complaints of sexual harassment made by employees of the organization. It also plays a key role in creating awareness about sexual harassment. It helps in promoting a culture of zero tolerance for such behavior within the organization".*

*This issues with the approval of Competent Authority.*

  
**(Mohammed Ahmed)**  
Assistant Director (Admn.)

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8. AE (Edit.)
9. AEO (BP, Sales)
10. JAAO
11. Individuals concerned
12. File.

Please upload on NCPUL website.