



ଓଡ଼ିଶା ବିଦ୍ୟୁତ୍ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲି.ଠ.

ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Government of Odisha Undertaking)

Regd. Office: Janpath: Bhubaneswar-751022.

Telephone: (0674) 2540051 (EPABX), Website: www.optcl.co.in

CIN:U4102OR2004SGC007553

No. AW-LW-VII-2/98(Pt) - 8006

/Dated, 19.04.2021

NOTIFICATION

In accordance with Clause 7.2 of policy for Prevention, Prohibition and Redressal of Sexual Harassment of Women at Workplace, the Internal Complaints Committee (ICC) of OPTCL is hereby reconstituted comprising the following members:

1. Ms. Anita Mahapatra, GM(HRD) - Chairperson
2. Sri Srimanta Sahoo, GM(EI.) PMU - Member
3. Ms. Niharika Pattanayak, AGM (Law) - Member – cum - Convenor
4. Sri Sudhakar Sahoo, DGM(EI),
O/O CGM (O&M) - Member
5. Ms. Madhusmita Mishra, AGM(EI) - Member
6. Prof. (Dr.) Smita Mishra Panda,
Director (Research), CUTM - Member
7. Prof. Jyotirmayee Acharya, HOD,
Deptt of Gender Studies, Rama Devi Women's University - Member

Duration: The duration of the Committee is three years. However, the Committee will continue till the formation of a new Committee.


Quorum: A quorum of three members is required to be present for the proceedings to take place. The quorum shall include the Presiding Officer (Chairperson) of the ICC, one member of the ICC and the third party representative / NGO Member.

Lodging of Complaint: (i) The aggrieved person has to make a formal complaint to the Chairperson of the ICC which may be a written complaint or through mail (Mobile No.-9438907220 email-id – complaint_posh@optcl.co.in with a copy marked to hr.amahapatra@optcl.co.in) and has to disclose her name, designation, phone number, department and place of posting in order to enable the Chairperson to contact her and take the matter forward.

(ii) In case the complaint is addressed / sent to MD / Director / Unit Head (in case of field units) or any other Committee Member, the same may be forwarded to the Convenor of the Committee.

Confidentiality: The Corporation and the Committee shall ensure confidentiality of the victim. In order to safeguard the interest / dignity of the victim, who may

report incidents of sexual harassment, complete confidentiality will be maintained throughout the investigation process to the extent practicable and appropriate under the circumstances.


Sr. General Manager (HRD)

Memo No. 8007

/Dated 19.04.2021

Copy through webmail to all internal members of the Committee / Prof. (Dr.) Smita Mishra Panda, CUTM, At-Ramachandrapur, P.O- Jatni, Dist- Khordha, Pin- 752050, Odisha / Prof. Jyotirmayee Acharya, HOD, Deptt of Gender Studies, Rama Devi Women's University, Bhubaneswar-751022 along with a copy of Policy for information and necessary action.

Encl.: As above


General Manager (HRD)

Memo No. 8008

/Dated 19.04.2021

Copy forwarded to Sr. P.S. to Chairman / Sr. P.S/P.S. to MD, OPTCL/GRIDCO & P.S./P.A./Steno to all Functional Directors of OPTCL & GRIDCO for kind information of Chairman, MDs and Directors.


General Manager (HRD)

Memo No. 8009

/Dated 19.04.2021

Copy to All Chief General Managers / Director, SLDC / ,Sr. General Managers / General Managers / Company Secretary / Dy. General Managers / Asst. General Managers / Land Officer / Managers / Dy. Managers / Asst. Managers / In-Charge, Power Hospital, Bhubaneswar for information and necessary action. The Unit Heads of Field Office Units / Branch Office Heads of Hqrs. Office are requested to circulate the Notification in their respective offices and also display the copy of the Notification in the Office Notice Boards.


General Manager (HRD)

Memo No. 8010

/Dated 19.04.2021

Copy to CGM (IT) for uploading the scanned copy of the Notification in OPTCL website.


General Manager (HRD)