



भारत सरकार GOVERNMENT OF INDIA
वित्त मंत्रालय MINISTRY OF FINANCE
राजस्व विभाग DEPARTMENT OF REVENUE
केन्द्रीय अप्रत्यक्ष कर एवं सीमा शुल्क बोर्ड
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS
राष्ट्रीय सीमा शुल्क, अप्रत्यक्ष कर एवं नार्कोटिक्स अकादमी,
NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES & NARCOTICS,
पाल समुद्रम, एन एच - 44, गोरंटला मंडल, श्री सत्य साई जिला, आंध्र प्रदेश
PALASAMUDRAM, NH-44, GORANTLA MANDAL,
SRI SATHYA SAI DISTRICT, ANDHRA PRADESH - 515241



Minutes of the Internal Complaints Committee meeting for the quarter ending 30.06.2024

In pursuance of provisions of Section 4(1) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (SHWWP Act, 2013) the Internal Complaints Committee met on 26.06.2024 in virtual meeting. The meeting was chaired by Smt K. Ezhilmathi, Additional Director General in the presence, of Smt M.C.Nagashree, Advocate, High Court, Karnataka and the following officers attending the meeting.

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| 1. Shri A.N.Manjunath, Deputy Director. | - Member |
| 2. Smt Meena Madhusudan, Assistant Director. | - Member |
| 3. Smt G. Pramila Rani, Additional Assistant Director. | - Member |
| 4. Smt M.C.Nagashree, Advocate. | - Member |
| 5. Shri Sayyad Imran Basha, Executive Assistant. | - Member |

The Committee had discussions at length and the following points were discussed:

2. The Committee noted that no complaint of sexual harassment against any officers/staff working in NACIN, Palasamudram were received during the quarter ending June, 2024.
3. The Committee emphasized that in order to create awareness and continuous sensitization for the employees, it is essential to put up banners/posters/notices in conspicuous places of the office premises defining sexual harassment.
4. Further, wide publicity was given in order to sensitize the employees on provisions of Section 4(1) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (SHWWP Act, 2013). Smt Meena Madhusudan, AD held a meeting on 03.05.2024 with Office Staff and other contract staff working in NACIN, Palasamudram and held another meeting on 08.05.2024 with Security Staff.

5. The Chairperson expressed her thanks to Smt M.C.Nagashree, for her valuable inputs to the meeting and all participants and the members agreed to meet every quarter on a regular basis or earlier, if need be.
6. The meeting ended with a vote of thanks to the Chair.

(Meena Madhusudan)
Assistant Director

Submitted to :

1. Smt K.Ezhilmathi, Additional Director General, NACIN, Palasamudram.

Copy submitted to :

1. The Director General, NACIN, Palasamudram.
2. All the ADGs, NACIN Palasamudram.
3. All the Additional Director/Joint Director, NACIN, Palasamudram

Copy to :

1. Smt M.C.Nagashree, Advocate, High Court, Karnataka, Bengaluru.
2. All the members of the Committee.
3. The Vigilance Section, NACIN, Palasamudram.
4. All the section heads in NACIN, Palasamudram.
5. The Notice Board, NACIN, Palasamudram.