सत्यमेव जयते

OFFICE OF THE
PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX, DELHI
C. R. BUILDING, I. P. ESTATE, NEW DELHI-110002

F.No. Pr. CCIT/(PERS.)(GAZ.)/Women Cell)/2026-27/ 410 **Dated: 29.07.2026**

To,

The DCIT (Hqrs.-Admin.)
C.R Building,
New Delhi.

Sir,

Subject:- Enforcement of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 – Direction of Hon'ble Supreme Court of India in Civil Appeal No.2482 dated 12.05.2023- Reg.

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Please refer to the subject mentioned above.

2. In this regard, I am directed to request you to upload the details, as per Annexure of this letter, on the official website of Pr. CCIT, Delhi Charge, replacing already uploaded details. The same may also be displayed on the AV system at the ground floor of C.R Building.

3. It is further requested that definition of sexual harassment and its penal consequences should be displayed at conspicuous places in various buildings under the Pr.CCIT (CCA), Delhi region.

Yours faithfully,

Encl.: As above.

Vidushi

(VIDUSHI)
DCIT (HQRS-PERS) (GAZ)
NEW DELHI

Sh. Avinash, Ins b

Annexure

Internal Complaints Committee (ICC) – Women

Constitution of ICC-SHW for considering complaints of sexual harassment of women employees under Pr. CCIT, Delhi Charge

In compliance with the directives of Hon'ble Supreme Court Judgement dated 13th August, 1997 in the case of Visakha and others vs. State of Rajasthan and Others on the subject of sexual harassment of women in the workplace and the guidelines issued under Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, this Department had duly constituted an Internal Complaint Committee for considering complaints of sexual harassment of women working in offices under Pr. CCIT, Delhi Charge. The composition of Complaints Committee is revised subsequent to transfer etc. of the existing Chairperson/Member. The present Internal Complaints Committee has been re-constituted on 16th February, 2026 for considering complaints of sexual harassment of women employees. The details with regard to the Act & rules, role, functions etc. of ICC are as given below:

Sl. No.	Title	Details
1.	Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act and Rule 2013	**Download PDF link**
2.	Handbook on Sexual Harassment of Women at Workplace	**Download PDF link**

Complaint procedure:

Complaint regarding Sexual Harassment against women can be made either in paper form or by sending e-mail to maninder.kaur@incometax.gov.in or delhi.dcit.hq.pers@incometax.gov.in. The Act stipulates that aggrieved woman can make written complaint of sexual harassment at workplace to the ICC or to the LCC (in case a complaint is against the employer), within a period of three months from the date of incident and in case of a series of incidents, within a period of three months from the date of the last incident. As per the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Rules, 2013, in case the aggrieved woman is unable to make a complaint on account of her physical incapacity, a complaint may be filed inter alia by her relative or friend or her co-worker or an officer of the National Commission for Woman or State Women's Commission or any person who has knowledge of the incident with the written consent of the aggrieved woman.

Composition of Internal Complaint Committee –Women (DST's ICC-SHW)

Sl. No.	Name		Phone No.	E-mail ID
1.	Ms. Surabhi Ahluwalia, CCIT (Civil Code: 92015)	Chairperson	9013851784	surabhi.ahluwalia@incometax.gov.in
2.	Sh. Anurag Vardhan, Pr.CIT (Civil Code: 94051)	Member	9582795609	anurag.v@incometax.gov.in
3.	Ms. Anu Krishna Aggarwal, Pr.CIT (Civil Code: 98017)	Member	9833693991	anu.k.aggarwal@incometax.gov.in
4.	Ms. Rajinder Kaur, CIT (Civil Code: 02012)	Member	9530703434	rajinder.kaur@incometax.gov.in
5.	Sh. Binod Kumar, CIT (Civil Code: 02045)	Member	011-22446739/ 9968300199	vinod.kumar14@incometax.gov.in
6.	Dr. Maninder Kaur, Addl.DIT (Civil Code: 11117)	Member Secretary	8427814907	maninder.kaur@incometax.gov.in
7.	Ms. Anupama Bansal, Advocate	Member	9868365437	anupamabansal70@gmail.com

What constitutes Sexual Harassment at Workplace

Section 2(n) includes any one or more of the following unwelcome acts or behavior (whether directly or by implication) namely:-

(i) physical contact and advances; or

(ii) a demand or request for sexual favours; or

(iii) making sexually colored remarks; or

(iv) showing pornography; or

(v) any other unwelcome physical, verbal or non-verbal conduct of sexual nature:

Penal Consequences under PoSH Act:

- **Disciplinary Action under CCS Conduct Rules:** Employer must act on ICC recommendations, which may include written apology, warning, reprimand, withholding promotion/increment, termination, or counselling.
- **Monetary Compensation:** Deduction from respondent's salary or wages, payable to the aggrieved woman.

Penal Consequences under Indian Penal Code (IPC)

- **Section 354A IPC:** Defines sexual harassment and prescribes punishment.
  - Physical contact and advances involving unwelcome sexual overtures:- Up to 3 years imprisonment and/or fine.
  - Demand or request for sexual favours:- Up to 3 years imprisonment and/or fine.
  - Showing pornography against the will of a woman:- Up to 3 years imprisonment and/or fine.
  - Sexually coloured remarks:- Punishable with imprisonment up to 1 year and/or fine.
- Other Relevant IPC Sections:
  - Section 354 (Assault or criminal force to woman with intent to outrage her modesty): Imprisonment 1–5 years and fine.
  - Section 509 (Word, gesture, or act intended to insult modesty of a woman): Imprisonment up to 3 years and fine.