

**No. K-11031/9/2019-NSS**  
**Government of India**  
**Ministry of Youth Affairs & Sports**  
**Department of Youth Affairs**  
**(NSS Section)**

Shastri Bhawan, New Delhi  
Dated the 11<sup>th</sup> June, 2026

**ORDER**

In pursuance of Section 4 of 'The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the Internal Complaints Committee for redressal of complaints of Sexual Harassment in National Service Scheme a Subordinate office under the Ministry of Youth Affairs & Sports, is hereby constituted with following composition: -

Sl. No.	Name	Designation	Department	Position Held
1	Dr. Sarah Jayal Sawkmie	Director	Department of Youth Affairs, New Delhi	Chairperson
2	Dr. Upasana Singh	Member	All India Women's Conference, New Delhi	Member
3	Sh. Kamal Kumar Kar	Assistant Programme Adviser	Regional Directorate of NSS, Ahmedabad	Member
4	Ms Ritika Verma	Youth Officer	Regional Directorate of NSS, Delhi	Member
5	Ms Sanskriti Shastri	Youth Officer	Directorate of NSS, New Delhi	Member Secretary

2. The Committee will come into force with immediate effect and will remain operative for three years. The Complaints Committee shall be deemed to be the Inquiring Authority appointed by the Disciplinary Authority for inquiry into complaints of Sexual Harassment. The Committee shall meet once a quarter, even if there is no live case.

3. The Internal Complaints Committee shall look into all complaints of Sexual Harassment at Workplace in the Directorate of NSS (Head Quarters) and all the Field Offices of NSS (Regional Directorates). The committee will function in accordance with the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and Rules framed there under. The Committee will also consult the respective Certified Standing Orders, Service Rules, Conduct, Discipline and Appeal Rules.

  
**(Rajiv Kumar Singh)**

**Under Secretary to the Government of India**

**Copy for information to:**

- a) Dr. Sara Jayal Sawkmie, Director, Department of Youth Affairs
- b) Members of the Committee.
- c) Dr. Upasana Singh, Treasurer, All India Women's Conference (dr.upasanasingh@gmail.com).
- d) Sr. PPS to Secretary (YA)
- e) The President (All India Women's Conference), Bhagwan Dass Road, New Delhi.
- f) The Director, Directorate of NSS, New Delhi
- g) All Regional Directors, NSS Regional Directorates.
- h) PAO (Sports)

  
**(Rajiv Kumar Singh)**

**Under Secretary to the Government of India**