

 <p>सत्यमेव जयते</p>	<p>भारत सरकार/ Government of India वित्त मंत्रालय / Ministry of Finance आयुक्त सीमाशुल्क एन.एस.-II का कार्यालय Office of Commissioner of Customs NS-II, मुख्य निर्यात का मूल्यांकन, Appraising Main Export, जवाहरलाल नेहरू कस्टम हाउस, न्हावा शेवा, Jawaharlal Nehru Custom House, Nhava Sheva, जिला - रायगढ़, महाराष्ट्र - 400 707 Dist.- Raigad, Maharashtra - 400 707 E-mail: apmainexp@jawaharcustoms.gov.in</p>	
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F.No: CUS/AG/518/2025-A/M(E)-O/o-Commr-NS-II

Date: 05-12-2025

OFFICE NOTE

Sub: Constitution of 'Internal Complaints Committee' for Women Employees of NS-II Commissionerate, Mumbai Customs Zone-II, JNCH as per Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013-reg.

In terms of section 4 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the Internal Committee (IC) for NS-II Commissionerate, Mumbai Customs Zone-II, JNCH, is constituted as under to deal with the complaints relating to Sexual Harassment at workplace:

Sr. No.	Status in ICC	Name of the Officer	Designation	Contact Number	Email ID
1	Presiding Officer	Ms. Sangeeta Adhikari	Assistant Commissioner	9427526952	Sangeetaua.g019301@gov.in
2	Member	Shri Prashant Kumar Pandey	Superintendent	9833613252	Prashantkp.c091401@gov.in
3	Member	Ms. Sakshi Dhillon	Examiner	9917797993	Sakshi.dhillon@gov.in
4	Member	Ms. Shanti Sharma	Tax Assistant	9322356009	Shantis.c071601@gov.in
5	Member	Ms. Kavita Nair Bhatia	NGO	9920905511	kavitanair.bhatia001@gmail.com

The ICC shall meet at regular intervals (once in a quarter) to discuss various issues concerning women and steps required to be taken for redressal of grievances, if any. Any aggrieved woman employee of this Commissionerates/Office can prefer a complaint before the 'Internal Complaints Committee'. The ICC will look into such complaint and grievances by conducting enquiries and act upon them in such a manner as laid down vide Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal), Act, 2013 and in accordance with Sexual Harassment of Women at Workplace Rules (Prevention, Prohibition and Redressal) framed under this Act.

The ICC shall prepare an Annual Report giving full account of the activities carried out by it during the year and forward copy of the same to Chief Commissioner of Customs, Mumbai Zone-II for information and necessary action, if any. Further, Any woman facing sexual harassments at work place can register her complaint through SHe-Box portal also.

This issues with approval of the Commissioner of Customs, NS-II, JNCH, Mumbai Zone-II.

Digitally signed by
Saroj Kumar Sharma
Date: 05-12-2025
16:11:35
(Saroj Kumar Sharma)
Deputy Commissioner of Customs,
Appraising Main(X), NS-II, JNCH

Copy to:

1. The Chief Commissioner of Customs, Mumbai Zone-II for kind information.
2. The Pr. Commissioner/Commissioner of Customs NS-I/II/III/IV/V/General/Appeals for kind information.
3. The Presiding Officer and all members of IC.
4. DC, EDI Section, JNCH for uploading on JNCH website.
5. All sections of the concerned Commissionerates/Office.
6. Office copy.