



रक्षा लेखा नियंत्रक का कार्यालय,
उदयन विहार, नारंगी, गुवाहाटी- 781171
OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS
UDAYAN VIHAR, NARANGI, GUWAHATI- 781171
फोन/Phफैक्स/Fax:0361-2640394, 2640204 e-mail:
cdaguwadminlb.dad@hub.nic.in



No. AN/1B/3557/SH/Vol-II

Dated :13.02.2026

Circular No.-18

To,

All Sections at Main Office
All Sub-Offices
[Organization of CDA Guwahati]

Subject: Prevention of Sexual Harassment of working women at the work place: Constitution of Internal Committee.

The competent authority has accorded approval for constitution of station-wise separate Internal Committee on Sexual Harassment of Women at Workplace, instead of office wise, at three stations i.e. Guwahati, Shillong and Jorhat, along with their respective designated Nodal Office for each station. The Structure of the committee for each station has now been revised as under, effective for three years or until further orders, whichever is earlier:

Station	Guwahati	Shillong	Jorhat
Designated Nodal Office	Main Office CDA Guwahati	Area Account Office , Shillong	Area Account Office, Jorhat
Name & Designation of the officials and their position in the committee	Ms. W Aotula Ozukum, IDAS, ACDA Office: MO CDA Guwahati (Presiding Officer)	Ms. Kesang Sherpa, SAO/98346906 Office: AAO Shillong (Presiding Officer)	Ms. Sonia Ghai, Principal Office: APS School Jorhat (Presiding Officer)
	Shri M H Laskar, SAO/98331712 Office: MO CDA Guwahati (Member)	Ms. Julita Induar, SAO/98337473 Office: PAO(ORs) 58 GTC (Member)	Ms. Bondita Mrina, Secretary, Pruva Bharti Education Trust, Jorhat (Member from NGO)
	Shri Sudip Das, SAO/98331712 Office: MO CDA Guwahati (Member)	Ms. Nisupta Datta, SAO/98335104 Office: PAO(ORs) ARC (Member)	Shri Debajyoti Sardar, SAO/98334654 (Member)
	Ms. Anjana, AAO/9830323 Office: MO CDA Guwahati (Member)	Ms. Iaimanda A Ryngksai, North East Network, A Woman's Rights Organisation (Member from NGO)	Shri Mukesh Sharma, AAO/98348833 (Member)
	Ms. Pimpa Mitra, SA/98348675 Office: LAO 222 ABOD (Member)	----	Ms. Runkur Pegu, SA/98344490 (Member)
	Ms. K.H Gangte, SA/98337307 Office: MO CDA Guwhati (Member)	----	Ms. Pritima Deka, SA/98348679 (Member)

	Ms. Anurita P Hazarika North East Network Guwahati (Member from NGO)	----	-----
--	--	------	-------

2. It may please be noted that Main Office, CDA Guwahati will serve as Nodal Office for the said IC for Guwahati as well as stations other than Shillong and Jorhat.

3. Smt. Anjana, AAO/98340323 from Main Office, CDA Guwahati has been designated as "Nodal Officer" for the SHE-Box Portal.

4. All the Officer(s)-in-Charge are requested to give wide publicity to this circular for information of all concerned and content of this circular may accordingly be got noted.

CDA has seen.

[**Authority:** ON-14 dated 09.02.2026, F. No. AN/1B/3557/SH/Vol-II]


(J B Buzurg, IDAS)
Deputy Controller (Admin)

Copy to:

1.	CGDA (AN-XIII)	For information please.
2.	CDA Secretariat	For information please.
3.	All IDAS Officers Main Office, CDA Guwahati	For information please.
4.	Presiding Officer & Members of the IC (for Guwahati station)	For information and compliance please.
5.	Nodal Office (AAO Shillong & AAO Jorhat)	For information with a request to disseminate it further to all concerned including Presiding Officer and all the members of IC. Further, if any change occurs in the formation of the committee for the reasons, whatsoever, the same may also be intimated to this office. IC Meetings as per statutory requirements may be conducted at regular intervals.
6.	IT&S Wing, Main Office, CDA Guwahati	For onward transmission of this circular to all the addressee(s) through email only.


(Nazrul Islam)
Sr. Accounts Officer (AN/1B)