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Phone No.0177- 2657580
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ESTABLISHED IN 1952

FAX NO- 0177- 2811250

THE HIMACHAL PRADESH STATE COOPERATIVE MARKETING AND CONSUMERS' FEDERATION LIMITED SHIMLA-3

himfedmktg@gmail.com

No.HF/MKTG 5758

Dated: 28/3/2026

To

The Directorate of Women
and Child Development
Shimla-5

Subject : Annual Report of the Sexual Harrasment of Women at Workplace
(Prevention , Prohibition and Redressal) Act, 2013 for the financial year
2024-25

This in reference to your letter no. dated receive from the Director, Women and
Child HP, Shimla -5 on the subject cited above. In this regard it is informed that the department
of women and child development (WCD) has called for the annual report of the internal
committees (ICS) For the financial year 2024-25 in the following prescribed format along with
the along with latest notification of the Internal Committee

Detail of Internal Committees

Sr. No.	Year	Name of the Department (email id)	IC's Established Y/N	Name of the Chairperson and members along with official address and contact details. (Notification to be enclosed)
1	2024-25			

Detail of the cases registered and action taken has been attached along with
latest notification of the latest Internal Committees notification

Nodal Officer
HIMFED
Shimla-03



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THE H.P. STATE COOPERATIVE MARKETING & CONSUMERS FEDERATION LIMITED SHIMLA - 171003

In partial modification of this office order No.HF/ES-11(433) Vol-1-2018-636-52 dated-3-05-2025 Miss Ashini Jishtu Area Manager (Trainee) HIMFED Head office Shimla 03, is hereby re- designated as a Nodal Officer of **Sexual Harassment of Women at Work Place (Prevention Prohibition) and Redressal Act, 2013** with immediate effect. This is as per the letter received from the Additional Director, Women and Child Development, Himachal Pradesh vide letter No.14-27/2017-SHE Box-III-8318-8449 regarding The Sexual Harassment of Women at Workplace(Prevention , Prohibition and Redressal Act,2013. The responsibility of the Nodal Officer include:-

- Registering the Organization and its internal committee on the **She Box portal**.
- Managing administrative task related to the portal.
- Coordinating any complaints received through the portal with the appropriate IC (Internal committee) members.
- Ensuring all necessary information is uploaded and updated to comply with platform.

Jagan Thakur (HAS)
Managing Director
HIMFED Shimla-03.

Dated:- 23/8/2025

Endst No.HF/ES/HO/76/2025-V-1- 1938-53
Copy for information and necessary action to:-

1. Additional Director Women and Child Development H.P.
2. Dy. Controller(F&A)/General Manager HIMFED Head Office Shimla-03. for information
3. Manager Accounts (Accounts)/ Manager audit(Audit) Head Office Shimla 03.
4. Miss Ashini Jishtu Area Manager (Trainee) for compliance.
5. All the Area Manager/ Incharges HIMFED in HP. for information.
6. Personal file .

Jagan Thakur (HAS)
Managing Director
HIMFED Shimla-03



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THE H.P. STATE COOPERATIVE MARKETING & CONSUMERS FEDERATION LIMITED SHIMLA - 171003

OFFICE ORDER.

HF/ES-II (433) 2018-Vol-1/- 1956-69

Dated:- 25/8/2025

In continuation to this office previous office order No, HF/ES-II (433) Vol-1-2018-636-52 dated 3-05-2025 the following internal and local complaint committees of following members regarding sexual harassment of women at work places are hereby reconstituted under the chairpersonship of women, Officers/officials as mentioned below:-

	Name of chairperson of the Distt Level committee	Name of District allocated & email ID	Name of the female members alongwith the designation of the Distt. Level committee	Name of male members alongwith designation of the District level committee	Remarks.
1	Smt. Pallavi Chauhan Steno Typist HIMFED H.O. Shimla-03. M.N. (8988312161)	Shimla, Area Office Shimla, Rampur & Transport cell Shimla) (himfedest@gmail.com)	Smt. Pallavi Chauhan Steno Typist	1. Sh. Atul Tomar Manager Accounts (9481454594) 2. Sh. Ramesh Sharma Sr. Assistant (9805762045) 3. Sh. Raj Kumar Sale Executive (98160-81621)	
2.	No female staff	Chamba (himfedchamba@gmail.com)	No female staff	1. Sh. Pardeep Sharma, Marketing Assistant (9418487301). 2. Sh. Sanjay kumar Sales Executive (94183-08408)	
3.	Mamta Kumari Sale Executive (7018849408)	Hamirpur (himfedamhamirpur@gmail.com)	Mamta Kumari Sale Executive (7018849408)	1. Sh. Anoop Sharma Marketing Assistant (8544732862) 2. Sh. Munish Kumar sale Executive (82195-04048)	
4.	No female staff	Kullu (himfedkullu@gmail.com)	1. Smt. Anjana Kumari Clerk (Outsource) (7018482900)	1. Sh. Vijender Rawat Marketing Assistant (9816428152) 2. Sh. 2. Kuldeep Accountant (82788-82038)	
5	No female staff	Mandi (himfedammandi@gmail.com)	Smt. Tara Devi Assistant Accountant Outsource (7018915515)	Sh Sesh Ram Incharge (7018863688)	
6	Smt Bharti sale executive (701878503)	Nahan(himfedamnahan@gmail.com)	Smt Bharti Data entry operator Outsource	1. Sh. Madan Singh Marketing Assistant (9805347414)	
7	No female staff	Kangra/Nagrota	Smt. Seema	1. Sh. Pardeep Sharma	Remarks

Bagwan (himfed nagrota@gmail.com)

Devi Assistant
Accountant
Outsource
(8219325460)

MKT Assistant 94184-730
2. Sh. A Chha Singh Jr
Marketing Assistant
(8544720029)



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8.	Sharma Marketing Assistant	(himfedamsolan@gmail.com)	Marketing Assistant(9015278785) 2.Smt. Sulkshna Devi Peon	Jr. Marketing Assistant (9418585799) 2.Sh. Nikhil Kaushal Clerk.	
9	Smt. Anjana Dhiman sale executive (94181-65613)	Bilaspur (himfedbilaspur@gmail.com)	1.Miss Shivani Devi sale executive (8278836412)	1.Sh. Krishan Kumar Bhardwaj Sr. Assistant(70181889 67)	
10	Miss Priya Accountant (6284218588)	Una (himfedamuna@gmail.com)	1.Smt.Nidhi Bala,JOA(IT) (9736758318)	1.Sh. Kamleah Kumar Marketing Assistant (9418207474)	

The chairperson /members of the above constituted District level Committees are hereby directed to collect the complaint received from the women working in the HIMFED Area Office in the District Level) ,if any and redress the same on monthly basis as per the procedure /guidelines set for looking into such complaint .They are also directed to send a consolidated report after redressing the complaints to this office on quarterly basis as per following proforma so that the same can be furnished to the directorate of women & child Development , Himachal Pradesh for their information.

Jagan Thakur (HAS)
Managing Director
HIMFED Shimla-03.

Encl:As above.

Endst No.HF/ES/-II (443) / 2018-Vol-

Copy for information and necessary action to.

Dated:-

1. The Additional Director Women and Child Development H.P..
2. The Dy. Controller (F&A) Manager (Accounts) HIMFED Shimla-03.
3. All the above mentioned staff in HIMFED.
4. Personal file of the concerned

Jagan Thakur (HAS)
Managing Director
HIMFED Shimla.03.