

**CENTRAL TOOL ROOM
LUDHIANA**

Ref. No.CTR/LDH/1396/AS/ 26-34

Dated: 05.04.2024

Internal Complaints Committee

In partial modification to this office letter No.CTR/LDH/1396/AM/214-22 dated 07.08.2018, it has been decided with the approval of the Competent Authority of CTR to reconstitute internal complaints committee as below:-

- | | | |
|---|---|------------------|
| 1. Ms. Neelam Bala, Manager (Production) | - | Chairperson |
| 2. Ms. Reenu Datta, Asstt. Professor / Co-ordinator
GS Foundation College of Law, Ludhiana | - | Member |
| 2. Sh. Jagdeep Singh, Asstt. Manager (Training) | - | Member |
| 3. Ms. Bindu Rani, Lower Division Clerk | - | Member |
| 4. Sh. V.N.Sharma, P.S. | - | Member Secretary |

The Complaint Committee shall consider / hear complaints from the employees posted in CTR and take appropriate action on such complaints. The complaints committee shall submit an Annual Report to the Competent Authority, the complaints received and action taken there on by the Committee.


(NEELAM BALA)
HOD ADMINISTRATION

Copy to:

- ✓ 1. Notice Boards
2. All members (thru email)
3. All HODs (thru email)
4. GM – for information (thru email)