

**No. 39-56/2020-AC**  
**Government of India**  
**Ministry of Consumer Affairs, Food & Public Distribution**  
**Department of Food & Public Distribution**

Krishi Bhawan, New Delhi  
Dated the 11<sup>th</sup> November, 2020

**OFFICE MEMORANDUM**

**Subject: Setting up of Internal Grievance Redressal Committee at work place for persons belonging to Scheduled Castes community.**

In pursuance of National Commission for Scheduled Castes' letter No. 39/Misc-2/IGR Committee/2020/SSW-I dated 29<sup>th</sup> July, 2020 an Internal Grievance Redressal Committee for redressal of employment/service related grievances of SC employees has been constituted in this Department under the Chairmanship of Sh. Subodh Kumar Singh, Joint Secretary (Admn.). Composition of the Committee is as under:

<b>S.No.</b>	<b>Particulars</b>	<b>Department</b>	<b>Position in Committee</b>
i.	Sh. Subodh Kumar Singh, Joint Secretary	Department of Food and Public Distribution	Chairperson
ii.	Ms. Shomita Biswas, Joint Secretary	D/o Agriculture Cooperation and Farmers Welfare	Member
iii.	Sh. Devendra S. Uikey, Deputy Secretary	Department of Food and Public Distribution	Member
iv.	Sh. Dharendra Kumar, Deputy Secretary	Department of Food and Public Distribution	Member
v.	Ms. Mithlesh, Director	Department of Food and Public Distribution	Member

2. Terms of reference for the Committee is as under:

**“Examine the complaints of the employees of SC category and to find out the genuineness of the complaint and simultaneously the Committee will submit its report within one month to Head of Organization.”**

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3. This issues with the approval of Competent Authority.

*Praveen Pandit*

(Praveen Pandit)  
Under Secretary (AC)  
Tel: 23380518

**To,**

1. Sh. Subodh Kumar Singh, JS (Sugar & Admn.)
2. Ms. Shomita Biswas, JS, (IT & Policy), D/o AC & FW,  
{Through Under Secretary (Admn.) in respect of Department of AC& FW's O.M. No.  
44015/9/2019-E.I dated 26<sup>th</sup> October, 2020}
3. Ms. Mithlesh, Director (Cost)
4. Sh. Dharendra Kumar, DS (Admn.)
5. Sh. Devendra S. Uikey, DS (Impex), Liaison officer for SC/ST in r/o Department

**Copy for information to:**

1. National Commission of Scheduled Castes  
[Kind attention: Sh. C. S. Verma, Director]  
5<sup>th</sup> Floor, Loknaya Bhawan,  
Khan Market, New Delhi-110003.
2. Technical Director, NIC: for uploading of O.M. on Department's website.
3. Under Secretary (Admn.).