

**MINUTES OF THE MEETING HELD ON 24-01-2019 FOR THE QUARTER ENDING**  
**31-12-2018**

The quarterly meeting for the quarter ending 31st December 2018 of the ICC under the “the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal)” Act, 2013 was held at 3:30 PM on 24/01/2019 at Video Conference Room.

1. The quarterly report of ICC ending 31/12/2018 shared among the members.
2. The reminder letter to the management regarding implementation of ICC recommendations for the safety of women employees at New Mangalore Port Trust has been shared among the members.
3. The office memorandums received based on the ICC recommendations has been shared among the members.
4. It has been discussed how to go about the survey – questionnaire type analysis about the act and also to analyze the problems being faced by women employees at NMPT through survey method and decided to do a survey-questionnaire type department wise.
5. It has been decided to do a one day workshop or a lecture for 2 hours during the month of March 2019. Also, one hour interaction with the contract women workers to share their problems and provide solutions.

Sd/-

Presiding Officer

Sl.No.	Name	Designation	Signature
1	Swapna.A	Presiding Officer	Sd/-
2	Capt. Gaurav Mathur	Dock Master	Sd/-
3	Avinash	AO Gr.I	Absent
4	Anusooya	PA to HOD	Sd/-
5	Bindu.D	AE (C)	Sd/-
6	Sushma.H	A.E (Mech), Safety Officer i/c	Sd/-
7	Merlyn Martis	Director of Development Education Services, Mangalore	Sd/-