



A Company Set up under Section 42 of the Companies Ordinance, 1984

PHA FOUNDATION
MINISTRY OF HOUSING & WORKS
GOVERNMENT OF PAKISTAN



No. PHAF/HR/172(47)/2012/105

Islamabad, the 17th February, 2023

OFFICE ORDER

SUBJECT: MONITORING AND IMPLEMENTATION OF PROTECTION AGAINST HARASSMENT OF WOMAN AT THE WORKPLACE ACT 2010, AMENDMENT 2022.

The competent authority has been pleased to re-constitute following Inquiry Committee of PHA Foundation in Compliance with the "Protection against Harassment of Women at Workplace Act, 2010":-

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|------|------------------------------------|------------------|
| i) | Mr. Muhammad Irfan Khan, DG (A&F) | Chairman |
| ii) | Ms. Najaf Haider, Deputy Director | Member |
| iii) | Mr. Zubair Ali, Deputy Director | Member |
| iv) | Ms. Sana Abrar, Assistant Director | Member/Secretary |

02. The ToRs of the Committee shall be as under:-

- To implement the "Protection against Harassment of Women at the Workplace Act, 2010" in PHA-F in letter and spirit.
- To initiate inquiry upon written complaint received by Committee members within 03 days of the receipt of written complaint in accordance with the procedure laid down in the Act ibid.

03. The inquiry Committee shall have following powers:-

- To summon and enforce attendance of any person and examine him on oath;
- To require the discovery and production of any document;
- To receive evidence on affidavits;
- To record evidence;
- The inquiry Committee shall have the power to inquire into the matters of harassment under this Act, to get the complainant or the accused medically examined by an authorized doctor, if necessary, and recommend appropriate penalty against the accused within the meaning of sub-section (4) of section 4.
- The Inquiry Committee may recommend the Ombudsman for appropriate action against the complainant if allegations leveled against the accused found to be false and made with mala fide intentions.
- The Inquiry Committee can instruct to treat the proceedings confidential.

04. This issues with the approval of Chief Executive Officer, PHA Foundation


(Khurram M.A. Awan)
Assistant Director (HR)

Distribution:-

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|----|------------------------------------|------------------|
| 1. | Mr. Muhammad Irfan Khan, DG (A&F) | Chairman |
| 2. | Ms. Najaf Haider, Deputy Director | Member |
| 3. | Mr. Zubair Ali, Deputy Director | Member |
| 4. | Ms. Sana Abrar, Assistant Director | Member/Secretary |

Copy for Information to:-

- Staff Officer to CEO, PHA Foundation.
- Mr. Farrukh Abbas Khan, Section Officer (Coord), M/o H&W, Islamabad with reference to your letter No. 13(48)/2022-Coord dated 03-02-2023.
- Ms. Neelofur Hafeez, Chief (program), National Commission on the Status of the Women, Islamabad.
- Section / Master File.