



**KARACHI METROPOLITAN CORPORATION**  
HUMAN RESOURCE MANAGEMENT DEPARTMENT, KMC  
Old KMC Building, M.A Jinnah Road, Karachi. Ph # 021-99215125

No. Sr.Dir(HRM)/Dir-Ser/KMC/2022/ 702

Dated: 01/03/2022

**NOTIFICATION**

The Competent Authority, KMC is pleased to approve the reconstitution of the Inquiry Committee under Section 3(1) & (2) of *Protection against Harassment of Women at the Workplace Act, 2010*, consisting of the following officers to enquire into received complaints under ibid Act and submit its findings and recommendations to the Competent Authority for further decision:-

- |                      |                |             |
|----------------------|----------------|-------------|
| 1. Mst. Roshan Altaf | BPS-19 Officer | Chairperson |
| 2. Dr. Nadeem Asif   | BPS-18 Officer | Secretary   |
| 3. Mr. Imran Qureshi | BPS-17 Officer | Member      |

The Inquiry Committee shall strictly follow the provisions of the ibid Act during the process.

Senior Director  
Human Resource Management  
KMC

**All Committee Members, KMC.**

**Copy for information to the:-**

1. Administrator, KMC.
2. Metropolitan Commissioner, KMC.
3. Program Director, PIU-CLICK, Local Govt. Depart., Govt. of Sindh.
4. Committee Chairperson, KMC.
5. Section Officer (GEN)/DDO, Local Govt. Depart., Govt. of Sindh.
6. Director, Admin. HRM, KMC.
7. Master file.



**KARACHI METROPOLITAN CORPORATION**  
**HUMAN RESOURCES MANAGEMENT DEPARTMENT**  
2<sup>nd</sup> Floor Old KMC Building, M.A Jinnah Road, Karachi. Ph.# 021-99216725

No. Sr. Dir( HRM) /KMC/2022/ 703

Dated: 01/03/22

To,

Program Director  
PIU- CLICK  
Local Government Department  
Karachi.

**SUBJECT: NOTIFICATION OF CODE OF CONDUCT AND INQUIRY**  
**COMMITTEE FOR WORKPLACE HARASSMENT COMPLAINTS**

It is to inform that the Karachi Metropolitan Corporation has opted to join the Performance Based Grant Project under CLICK vide Grant Participation Agreement duly signed and approved by the Council vide Council Resolution No.379 Dated: 16 -07-2020.

Under the Minimum Conditions 7.1 and 7.2 the Karachi Metropolitan Corporation is required to adopt a Gender Code of Conduct and notify an enquiry committee for workplace harassment complaints with at least one female member.

The Karachi Metropolitan Corporation has adopted the Gender Code of Conduct, notified enquiry committee for the life cycle of the project. It has been confirmed from the record that under mentioned members of subject enquiry committee, served over the life cycle of the project:

1. Mst. Roshan Altaf, BS-19 Officer ( Chairperson)
2. Dr. Nadeem Asif, BS-18 Officer ( Secretary )
3. Mr. Imran Qureshi , BS-17 Officer ( Member)

The Karachi Metropolitan Corporation will ensure that the enquiry committee will have regular meetings and will be fully functional to perform its mandate. Also, capacity building requirement for members of committee will be reviewed periodically to equip them with necessary skills and trainings.

~~Senior Director  
Human Resources Management  
K.M.C~~

Copy for Information to the: -

- Administrator, KMC
- Metropolitan Commissioner, KMC
- Director Project Management Unit, Local Govt. Dept, GOS.
- Director (Admin), HRM, KMC.
- Master File.

Senior Director  
Human Resources Management