

INDIAN COUNCIL OF MEDICAL RESEARCH, NEW DELHI

No.6/2/2012-Admn.-II

Dated : 29.3.2022.

OFFICE MEMORANDUM


Sub : Reconstitution of the Internal Complaint Committee (ICC) to deal with the complaints of harassment of working women at work place –

Consequent upon the retirement of Dr. Reeta Rasaily, Scientist-G & Chairperson, ICC, the Competent Authority has nominated Dr. Tanvir Kaur, Scientist-G as Chairperson of the Internal Complaints Committee constituted in ICMR Hqr. to deal with complaints of harassment of women at work place. The revised composition of the Committee is as under:

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|--|---|------------------|
| 1. Dr. Tanvir Kaur, Scientist-G | - | Chairperson |
| 2. Dr. B. V. Babu, Scientist-G & Head, SBHSR | - | Member |
| 3. Dr. Harpreet Sandhu, Scientist-G, | - | Member |
| 4. Dr. (Ms) Manasi Mishra, Head, Research & Knowledge Management, Centre for Social Research | - | Member |
| 5. Smt. Harjeet Kaur Bajaj, Sr. PS | - | Member Secretary |

The terms of reference for the Internal Complaints Committee include the following.

- i) The Committee shall act as per the provision of the Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.
- ii) The Committee shall maintain a convenient channel of communication such that women can complaint without any undue pressure.
- iii) The Committee shall keep its proceeding confidential.
- iv) The Committee shall take proactive steps in creating awareness/counseling to aid in the prevention of harassment of women.
- v) The Committee may invite a female member of student community in case the matter relates to the students (or) a female member of staff in case the matter relates to the staff members.
- vi) The Committee shall make and submit an annual report with regards to the complaints and action taken by them.
- vii) Propose any other activity, to prevent harassment at work place.


29/3/2022
Dr. R. Lakshminarayanan
Deputy Director General (Admn.)

Distribution

All the above members

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5. All Directors/Directors-in-Charge of all permanent Institutes/Centres of ICMR
6. Dr. L.K.Sharma, Scientist 'E' – soft copy of the same has been mailed at your email ID(sharma.lk@icmr.gov.in) for website upload.