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भारतीय आयुर्विज्ञान अनुसंधान परिषद
INDIAN COUNCIL OF MEDICAL RESEARCH

स्वास्थ्य अनुसंधान विभाग (स्वास्थ्य एवं परिवार कल्याण मंत्रालय)
डी रामलिंगस्वामी भवन, अन्सारी नगर, नई दिल्ली - 110029
DEPARTMENT OF HEALTH RESEARCH (MINISTRY OF HEALTH & FAMILY WELFARE)
V. RAMALINGASWAMI BHAWAN, ANSARI NAGAR, NEW DELHI 110029

No.16/60/2024-Admn./E.Office.211876

Dated:11/11/2024

Office Memorandum

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

The Internal Complaint Committee (ICC) has been Reconstituted as follows:-

1. Dr. Tanvir kaur, Scientist-G	Chairperson
2. Dr. B.V. Babu, Scientist-G	Member
3. Dr. Harpreet Sandhu, Scientist-G	Member
4. Dr. (Ms) Manasi Mishra, Head, Research & Knowledge	Member
5. Smt. Anita Sharma, PS	Member Secretary

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

- The Committee shall act as per the provision of the Harassment of women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.
- The Committee shall maintain a convenient channel of communication such that women can complaint without any undue pressure.
- The Committee shall keep its proceeding confidential.
- The Committee shall take proactive steps in creating awareness/counseling to aid in the prevention of harassment of women.
- 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.
- The Committee shall make and submit an annual report with regards to the complaints and action taken by them.
- Propose any other activity, to prevent harassment at work place.

This issue with the approval of the Competent Authority

Signed by

Jagdish Rajesh

Date: 13-11-2024 12:39:00

(Jagdish Rajesh)

Assistant Director General (Admn.)

Distribution

All the above members

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5. Sr. AO/Sr. ACO
6. All Sections/Divisions of ICMR Hqr.
7. Smt. Harjeet Kaur Bajaj, Sr. PS
8. Dr. Manjeet Singh Chalga, Sci-D, with a request to upload the OM in the ICMR Website.