



icmr NIIRNCD
INDIAN COUNCIL OF
MEDICAL RESEARCH
NATIONAL INSTITUTE FOR
IMPLEMENTATION RESEARCH ON
NON-COMMUNICABLE DISEASES

राष्ट्रीय असंचारी रोग कार्यान्वयन अनुसंधान संस्थान
भारतीय आयुर्विज्ञान अनुसंधान परिषद्
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार

**ICMR- National Institute for Implementation Research
on Non-Communicable Diseases**
DHR- Ministry of Health & Family Welfare, Government of India

No.: NIIRNCD/Gen/Admn/WC/SH/2018E0775

Dated: 30.10.2024

OFFICE MEMORANDUM

Subject: Re-constitution of the Internal Complaints Committee of ICMR-NIIRNCD, Jodhpur as per the Section-4 of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 - Reg.

With the approval of the Competent Authority, the Internal Complaints Committee of ICMR-NIIRNCD, Jodhpur, has been reconstituted to address complaints of harassment of women in the workplace, as per the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. The revised composition of the Committee is as under:

1.	Dr Mukti Khetan Scientist-C, NIIRNCD, Jodhpur	Chairperson
2.	Dr Sunita Chaudhary Director, Ek Khwahish Education Foundation & Director, Adarsh Maa Mamta Pathasala, Sikar, Rajasthan	Member
3.	Dr Swati Chhabra Addl. Professor of Anesthesiology, AIIMS, Jodhpur	Member
4.	Dr Ramesh Kumar Sangwan Scientist-C & Social Scientist, NIIRNCD, Jodhpur	Member
5.	Ms. Sakshi Dahiya Technical Assistant (Anthropology), NIIRNCD, Jodhpur	Member
6.	Mr. K.C. Ramayya Dora Sr.AO, NIIRNCD, Jodhpur (Sr.AO/AO by designation)	Member Secretary

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

- The Committee shall maintain a convenient channel of communication such that women can complaint without any undue pressure.
- The Committee shall keep its proceedings confidential.
- The Committee shall take proactive steps in creating awareness/counselling 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.
- The Internal Complaints Committee (ICC) shall be valid for a maximum period of 03 years from the date of issue of this order.
- Propose any other activity, to prevent harassment at work place.

Signed by Kongara China

Ramayya Dora

Date: 30-10-2024 15:37:35

(K.C. RAMAYYA DORA)

Administrative Officer

Distribution:

All the above members

Copy to:

- PA to Director, ICMR-NIIRNCD, Jodhpur
- All Scientists / PIs / Co-PIs of the Institute
- All Administrative and Technical Staff of the Institute
- Smt. Kanchan Bala, Jr. Hindi Translator – with a request to kindly bring this order in Hindi.
- IT Cell – for website upload.

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