

**HAMDARD INSTITUTE OF MEDICAL SCIENCES & RESEARCH
AND ASSOCIATED HAH CENTENARY HOSPITAL
JAMIA HAMDARD, NEW DELHI - 110062**



20/11/2018

CORRIGENDUM

Subject: Constitution of Internal Complaints Committee.

Reference: This Office Order No. 451 dated 15/10/2018.

In supersession of previous order, it is circulated for information of all concerned members that amendment has been made in office order regarding Constitution of Internal Complaints Committee:

Please read:

- Prof. Reva Tripathi, HOD OBG is a Chairman of the Internal Complaints Committee.
- Prof. R. C. Jiloha, HOD Psychiatry as member of the committee instead of Chairman of the above committee.

Copy to:

1. Medical Superintendent, HAH-Centenary Hospital
2. Prof. R. C. Jiloha, HOD Psychiatry
3. Prof. Reva Tripathi, HOD OBG
4. Prof. M. Shobitha HOD Physiology
5. Prof. Sunil Kohli, Professor Medicine
6. Prof. Azra Hasan, Assistant Professor Microbiology
7. PS to DG, HIMSIR


(Prof. S. S. Anand)
Officialing Dean


**HAMDARD INSTITUTE OF MEDICAL SCIENCES & RESEARCH
AND ASSOCIATED HAH CENTENARY HOSPITAL
JAMIA HAMDARD, NEW DELHI - 110062**

15/10/2018

OFFICE ORDER

Subject: Constitution of Internal Complaints Committee.

An Internal Complaints Committee for Hamdard Institute of Medical Sciences & Research has been constituted as under:

- | | | |
|---|---|------------------|
| 1. Prof. R.C. Jiloha, HOD Psychiatry | - | Chairman |
| 2. Prof. Sunil Kohli, Professor Medicine | - | Member |
| 3. Prof. M. Shobitha, HOD Physiology | - | Member |
| 4. Dr. Azra Hasan, Assistant Professor Microbiology | - | Member Secretary |

Co-Opted Member:


1. Prof. Iqbal Alam, Dy. Proctor

Terms of Reference:

- The committee shall ordinarily meet once a month to take stock of situation, arising out of grievances and solution thereof.
- The issues related to grievance teaching and training at different levels.
- The committee shall co-opt concerned Head of the Departments when and if required.
- The committee shall invite the student's representative when and if need arises to express their viewpoints so that issues are sorted out.

Copy to:

1. Medical Superintendent, HAH-Centenary Hospital
2. All HODs
3. PS to DG, HIMSR


(Prof. S.S. Anand)
Officiating Dean



**HAMDARD INSTITUTE OF MEDICAL SCIENCES & RESEARCH
AND ASSOCIATED HAH CENTENARY HOSPITAL
JAMIA HAMDARD, NEW DELHI - 110062**



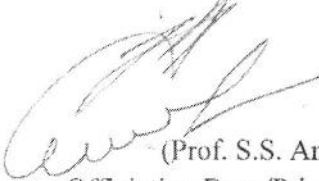
Date: 11.09.2018

OFFICE ORDER

Sanction is hereby accorded to reconstitution of committee which is designated as "Gender Harassment Committee" for Hamdard Institute of Medical Sciences & Research and HAH-Centenary Hospital comprising of following persons for a period of two years.

S. No	Categories	Nominated Persons
1.	Chairperson	1. Prof. Reva Tripathi HOD, Obst.& Gynae, HIMSR
2.	Four (at least three women teacher representatives)	1. Dr. Zeeba S Jirajpuri, Associate Professor, Pathology, HIMSR 2. Dr. Taskin Khan, Assistant Professor, Ophthalmology, HIMSR 3. Dr. Faheem Ahmad, Assistant Professor, Community Medicine, HIMSR 4. Ms. Molly Thomas, Incharge Nurse Emergency, HAH-C Hospital
3.	Two Non-Teaching Staff representative (at least one)	1. Ms. Iqra Khursheed, Assistant Manager (Finance Office), HIMSR 2. Mr. Mohd Ismail Khan, MTE, Dean's office, HIMSR
4.	One person from outside Jamia Hamdard with known contribution to women's issues, who could be a NGO representative or social activist (preferably woman)	1. Dr. Nirupama Trehanpati I.L.B.S. D-1, Vasant Kunj, New Delhi
5.	One women advocate	1. Ms. Smita Chandra
6.	Proctor	1. Prof. Sarwar Alam Dean, Faculty of Science Jamia Hamdard
7.	Two students representatives (at least one girl representative)	1. Ms. Irene Kalra, MBBS 3 rd year 2. Ms. Gunjan Chadha MBBS 3 rd year
8.	Warden of the hostel, in case the complaint is lodged by the student of hostel or the complaint is against the hostler.	

All concerned are requested to kindly take necessary actions and give wide publicity to this office order in order to ensure full proof safety measures for women as per the above directives under intimation to the undersigned.


(Prof. S.S. Anand)
Officiating Dean/Principal

Copy to:

- Director General, HIMSR & HAH-C Hospital
- Registrar, Jamia Hamdard
- PA to Hon'ble Vice-Chancellor, Jamia Hamdard
- Medical Superintendent, HAH-Centenary Hospital
- Head (Finance & Administration), HIMSR
- Finance Officer, Jamia Hamdard
- Controller of Examinations, Jamia Hamdard
- PRO, Jamia Hamdard
- All Deans, Jamia Hamdard
- All concerned members.
- All HODs, HIMSR
- All Wardens, Hostel
- Notice Boards

Dean

Hamdard Institute of Medical Sciences & Research &
Huzefa Abouli Centenary Hospital
Jamia Hamdard, New Delhi-110062