



INSTITUTE OF HUMAN BEHAVIOUR & ALLIED SCIENCES

(An autonomous institution under the Govt. of NCT of Delhi)

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F. No.2/247/2007/Estt./IHBAS/

8294

Dated:

23/8/11

OFFICE ORDER

Sub: Re-constitution of Departmental Complaints Committee, under ordinance XV-D & Rule 3C of CCS, 1964,

In supersession of Officer Order of even no. dated 31.08.2007, the Departmental Complaints Committee, under ordinance XV-D & Rule 3C of CCS, 1964, the following Departmental Complaints Committee is hereby Re-constituted to look into the complaints of sexual harassment at IHBAS:

- | | | | |
|----|--|---|-------------|
| 1. | Dr. Neelam Chillar,
Associate Professor of Neurochemistry | - | Chairperson |
| 2. | Dr. Suman S. Kushwaha
Associate Professor of Neurology | - | Member |
| 3. | Dr. Rupali P. Shivalkar
Associate Professor of Psychiatry | - | Member |
| 4. | Dr. Ishita Pant
Assistant Professor of Neuropathology | - | Member |
| 5. | Dr. Pankaj Kumar
Assistant Professor of Psychiatry | - | Member |
| 6. | Dr. Vinita Gupta
Medical Officer, Mother NGO for Homeless
Department of Community Medicine,
St. Stephens Hospital | - | Member |
| 7. | Ms. Paramjeet Kaur
Director, Aashray Adhikar Abhiyan (AAA), Delhi | - | Member |
| 8. | Mr. A. K. Roy
Chief Physiotherapist | - | Member |
| 9. | Mrs. Vimla Gupta
Nursing Sister, IHBAS | - | Member |

2. For the purpose of definition of sexual harassment Code of conduct at workplace as outlined by Delhi commission for Women will take into force. The Complaint Committee shall enquire into the complaints of sexual harassment within the departments as outlined by the Code of Conduct motioned above and the report shall be deemed to be an inquiry report under the CCS rules. The Complaint Committee shall submit the report accordingly to disciplinary authority that will act on the report in accordance with the rules.

3. The Committee should recommend the action to be undertaken. It would ensure that the victims or witness are not victimized or discriminated against. They shall also examine whether the victims would have the option to seek transfer of the perpetrator on their own. The departmental committee should submit a detailed quarterly report of the complaints received and action taken to the State Complaints Committee with its head quarters at the

4. In case any of the Members of the complaints committee is found to be complainant, accused, witness or any way related in connection with any complaint the matter may instantly be reported to the Director to re-constitute the committee accordingly.

5. This issues with the approval of Director.


(Birbal Singh)

Officiating Joint Director (Admn.)

Enclosures:

- (i) Relevant extract of Rule 3-C to CCS (Conduct) Rules 1964
- (ii) Code of Conduct for work place approved by National Commission of Women, Delhi

Copy to:

- 1. Dr. Neelam Chillar, Associate Professor (Neurochemistry), IHBAS
- 2. Dr. Suman S. Kushwaha, Associate Professor (Neurology), IHBAS
- 3. Dr. Rupali P. Shivalkar, Associate Professor (Psychiatry), IHBAS
- 4. Dr. Ishita Pant, Assistant Professor (Neuropathology), IHBAS
- 5. Dr. Pankaj Kumar, Assistant Professor (Psychiatry), IHBAS
- 6. Dr. Vinita Gupta
Medical Officer, Mother NGO for Homeless
Department of Community Medicine,
St. Stephens Hospital
- 7. Ms. Paramjeet Kaur
Director, Aashray Adhikar Abhiyan (AAA), Delhi
- 8. Mr. A. K. Roy, Chief Physiotherapist, IHBAS
- 9. Mrs. Vimla Gupta, Nursing Sister, IHBAS

Copy for information to:

- 1. Chairperson, State Complaints Committee, C-Block, IInd Floor, Vikas Bhawan, I.P. Bhawan, New Delhi
- 2. Sr. P.S. to Director

JDC(A)