

ALL INDIA INSTITUTE OF MEDICAL SCIENCES  
Ansari Nagar, New Delhi-110029

F.No.20-11/2008/Committee/Estt .I

Dated: 30.01.2025

**OFFICE MEMORANDUM**

**Subject: Internal Complaint Committee for Sexual Harassment of Women at the Workplace (ICCSHWW) at AIIMS, New Delhi - Nomination of Co-Member Secretary -reg .**

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In continuation of the office memorandum of even number dated 11<sup>th</sup> March, 2022, 25<sup>th</sup> July, 2022, 3<sup>rd</sup> Jan., 2023 and 20<sup>th</sup> May, 2023 on the subject cited above, Director (AIIMS) has been pleased to nominate Smt. Jyoti Arora, Assistant Administrative Officer (Co-ordination Cell/Women Cell) is nominated as Co-member Secretary in place of Smt. Saroj Lal, Ex. Administrative Officer (DO) for the Internal Complaint Committee for Sexual Harassment of Women at the Workplace (ICCSHWW) at AIIMS, New Delhi.

This issues with the approval of Director (AIIMS)

*(Anita Tete)*

Sr. Administrative Officer

**Smt. Jyoti Arora,**

Asstt. Administrative Officer,(Co-ordination Cell/Women Cell)

**Distribution:**

- |   |   |                    |
|---|---|--------------------|
| 1) Dr. Puneet Kaur, Prof. & Head, Dept. of Biophysics   | - | <b>Chairperson</b> |
| 2) Prof. Rashmi Ramachandran<br>Deptt.of Anaesthesia & Pain Medicine and Critical care  | - | Member             |
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| 6) Prof. Reema Dada, Deptt. of Anatomy  | - | Member             |
| 7) Dr. Sudip Kumar Datta, Addl. Prof., Deptt. of Lab. Medicine  | - | Member             |
| 8) Mrs. Sunita Thakur, Consultant, Jagori Women's Resource Centre<br>114, Block B, Shivalik Colony, Malviya Nagar, New Delhi-110017 | - | Member             |
| 9) Ms. Nirmala Kain , Nursing Superintendent, CNO Office  | - | Member             |
| 10) Dr. Namrata Makkar, Assistant Prof. of Hosp. Admn.  | - | Member Secretary   |

**Copy forwarded for information to:**

- 1) All Chief of Centres/Head of Departments/Units/Sections
- 2) The PPS to Director/ Dean (Research/ Acad/Exam)/ AD(A)/Sr.FA/MS/ CAO/Dy. Secy./S.E..
- 3) All Sr. Admn. Officer/Administrative Officer of Establishment Section (Hospital /CNC/Dr.RPC/CDER/JPNATC/Dr.BRA, IRCH/CRHS Ballabgarh/NCI, Jhajjar /NDDTC/ESD/Faculty Cell/Rectt. Cell/Estate Section/Legal Cell/Co-ordination Cell/SC-ST-OBC-Women Cell/Hindi Section/ Academic Section/Examination Section/Hostel Section/ Computer Facility/Research Section
- 4) All F & CAO/Accounts Officers (Cash Section/ Audit Section/GPF/Pension Cell/Budget Section)
- 5) All Associations/Unions/Notice Board
- 6) Smt. Saroj Lal, Ex. Administrative Officer.
- 7) **The Computer Facility** - with a request to upload this on official website of the Institute
- 8) **The Sr. Hindi Officer** - with a request to provide the Hindi version of the same for uploading on AIIMS website.