



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

Dated:25.02.2026

Office Memorandum

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

In continuation to Office Memorandum of even number dated 12.09.2025 on the subject cited above, the Competent Authority has reconstituted the Internal Complaint Committee (ICC) at ICMR Headquarters to look into complaints of sexual harassment of women at the workplace.

The revised composition of the Committee is as follows:

- | | |
|-----------------------------------------------------------------------|------------------|
| 1. Dr. Taruna Madan Gupta, Scientist-G & Head of Development Research | Chairperson |
| 2. Dr. Ashoo Grover, Scientist-G & Head of Delivery Research | Member |
| 3. Dr. Joy Kumar Chakma, Scientist-F & Head CPC | Member |
| 4. Ms. Dhiya Ann Mathew, National General Secretary, YWCA of India – | External Member |
| 5. Ms. Seema Verma, STO | Member Secretary |

The Internal Complaints Committee shall inquire into all complaints of sexual harassment at the workplace and recommend effective measures to ensure a safe and conducive work environment for women employees.

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

Yours faithfully,

Digitally signed by
Jaibir Singh

Date: 25.02.2026

Assistant Director (Admn.)

Distribution

All the above members

Copy to:-

- PS to DG/Addl. DG/Sr. DDG(A)/Sr. FA
- All Divisional Heads
- DDG(A)/ ADG(A)/ADG(F)
- Sr. AO/Sr. ACO/AO/ACO/SO
- Dr. M.S. Chalga, Sci-D with request to upload the same in ICMR website