

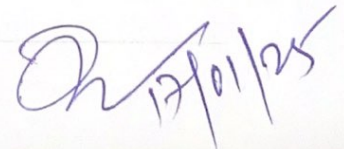
**A/33/2024-CCRUM-HQ**  
**केंद्रीय यूनानी चिकित्सा अनुसंधान परिषद**  
**आयुष मंत्रालय, भारत सरकार**

जवाहर लाल नेहरू अनुसंधान भवन,  
61-65, इंस्टीट्यूशनल एरिया, जनकपुरी,  
नई दिल्ली-110058  
दिनांक:- 17.01.2025

**आदेश**

Approval of the competent authority is hereby conveyed for the constitution of the Internal complaints committee of CCRUM, Headquarters and its peripheral Institutes/Units under the POSH Act 2013 as follows:-

| S. No.    | Name and Designation  | Position in the Committee | Email ID & Contact No.                  |
|-----------|---|---------------------------|---|
| <b>1.</b> | <b>CCRUM Hqrs, New Delhi</b>  |                           |   |
| i         | Dr. Ghazala Javed<br>Assistant Director (Unani),<br>CCRUM Hqrs, New Delhi     | Chairperson               | javed.ghazal@gmail.com<br>9811810454    |
| ii        | Dr. Amanullah<br>Research Officer (Unani),<br>CCRUM, Hqrs, New Delhi          | Member                    | amanullah.ccrum@gmail.com<br>9899670576 |
| iii       | Dr Ritu Karwasra<br>Research Officer (Pharmacology),<br>CCRUM Hqrs, New Delhi | Member                    | rituccrum@gmail.com<br>8285654565       |
| iv        | Advocate Meenu Abrol<br>Legal Consultant,<br>CCRAS, New Delhi                 | External Member           | meenuabrol9@gmail.com<br>921706330      |
| v         | Dr. Farah Ahmed<br>Research Officer (Unani),<br>CCRUM Hqrs, New Delhi         | Convener Member           | farah_a@rediffmail.com<br>9953967110    |
|           | <b>Assam</b>  |                           |   |
| <b>2.</b> | <b>RRIUM, Silchar</b>   |                           |   |
| i         | Dr. Fatima Anjum,<br>Research Officer (Unani)<br>RRIUM, Silchar               | Chairperson               | drfatimaanjum88@gmail.com<br>9916452247 |
| ii        | Dr. Abdullah,<br>Research Officer (Unani)<br>RRIUM, Silchar                   | Member                    | abdullahazmi005@gmail.com<br>9448480844 |
| iii       | Dr. Lavudya Sreenivsa Naik,<br>Research Officer (Bio-Chem)<br>RRIUM, Silchar  | Member                    | svnbiochem99@gmail.com<br>9985188986    |
| iv        | Adv. Aisha Sultana Laskar,<br>(Advocate),<br>Gauhati High Court,<br>Gauhati   | External Member           | aishalaskar99@gmail.com<br>9101549129   |



| Bihar     |   |                   |  |
|-----------|---|-------------------|--|
| 3.        | RRIUM, Patna  |                   |  |
| S. No     | Name  | Position          |  |
| 1         | Dr. Zikra Tahseen A, R.O. (U), SL-I   | Presiding Officer |  |
| 2         | Dr. Mangal Singh, ARO (Biochemistry)  | Member            |  |
| 3         | Shri. Nadeem Akhtar, Advocate   | Member            |  |
| 4         | Prof. Mumtaz Jahan, Dept. of Urdu, A.N.D. College, Shahpur (Bihar) & Treasure, Rangoli Arts (N.G.O.), Patna | Member            |  |
| 5         | Dr. Mohammad Usama, R.O. (U), SL-I  | Member            |  |
| 6         | Smt. Rashmi Rekha Kumari, Staff Nurse   | Member            |  |
| New Delhi |   |                   |  |
| 4.        | RRIUM, New Delhi  |                   |  |
| i         | Dr. Mina Kumari Nayak<br>Research Officer (Path),<br>RRIUM, New Delhi                                       | Chairperson       | nayakmina@gmail.com<br>9818903280          |
| ii        | Dr. Abdul Raheem<br>Research Officer (Unani),<br>RRIUM, New Delhi   | Member            | drabdulraheemccrum@gmail.com<br>9810919345 |
| iii       | Dr. Shaista Urooj<br>Research Officer (Unani),<br>RRIUM, New Delhi  | Member            | shaistaccrum@gmail.com<br>9999004954       |
| iv        | Mrs. Saima Masood<br>Social worker,<br>RRIUM, New Delhi   | Member            | saimamasood1121@gmail.com<br>9810429359    |
| v         | Dr. Syed Ahmad Khan<br>Non- officiating member  | External Member   | drsyedahmadkhan@gmail.com<br>9990720571    |
| 5.        | HAKILHRUM,<br>New Delhi   |                   |  |
| i         | Dr. Neelam Quddusi,<br>Research Officer (Unani),<br>HAKILHRUM, New Delhi                                    | Chairperson       | neelamquddusi@yahoo.com<br>9811685361      |
| ii        | Dr. Bilal Ahmad<br>Research Officer (Unani),<br>HAKILHRUM, New Delhi  | Member            | bilalmd73@yahoo.co.in<br>8130238071        |
| iii       | Dr. Gazala Fatima<br>Research Officer (Unani),<br>HAKILHRUM, New Delhi                                      | Member            | gazalafatma2@gmail.com<br>9654903384       |
| iv        | Ms. Anam Shadab<br>Director,<br>Shikhar Organization for Social<br>Development                              | External Member   | shikhar.ngo@gmail.com<br>8745844786        |

*Dr. 12/01/25*



|                            |  |                  |  |
|----------------------------|--|------------------|--|
| <b>6.</b>                  | <b>Drug Standardization Research Unit, New Delhi</b>   |                  |  |
| i                          | Mrs. Kiran Negi,<br>Research Officer (Botany),<br>DSRU, New Delhi                            | Chairperson      | negikirancrum@gmail.com<br>9350129968        |
| ii                         | Mrs. Shabnam Siddiqui<br>Assistant Editor,<br>CCRUM Hqrs, New Delhi                          | Member Secretary | siddiqui1408shabanum@gmail.com<br>8800859163 |
| iii                        | Dr. Usama Akram<br>Research Officer (Unani),<br>CCRUM Hqrs, New Delhi                        | Member           | usamakramdr@gmail.com<br>7982971514          |
| iv                         | Mr. Anas Iqbal Alvi Research<br>Assistant (Chemistry),<br>DSRU, New Delhi                    | Member           | anasalvi2003@gmail.com<br>9210067967         |
| <b>Goa</b>                 |  |                  |  |
| <b>7.</b>                  | <b>CRU, Goa</b>  |                  |  |
| i                          | Dr. Humaira Bano<br>Research Officer (Unani)<br>RRIUM, Mumbai                                | Chairperson      | bano786.mau@gmail.com<br>9699611805          |
| ii                         | Dr. Nikhat Shaikh<br>Research Officer (Unani)<br>RRIUM, Mumbai                               | Member           | drnikhat.unani@gmail.com<br>9820399433       |
| iii                        | Mr. Mohd Adil<br>Research Officer (Bio-chem)<br>RRIUM, Mumbai                                | Member           | adil.malik0404@gmail.com<br>9608064634       |
| iv                         | Adv. Jagjeet Kaur Rehel<br>Advocate High Court   | External Member  | jagjeetrehel@gmail.com<br>9820233089         |
| <b>Jammu &amp; Kashmir</b> |  |                  |  |
| <b>8.</b>                  | <b>RRIUM, Srinagar</b>   |                  |  |
| i                          | Dr. Arjumand Shah<br>Research Officer (Unani),<br>RRIUM Srinagar                             | Chairperson      | drarjumandshah111@gmail.com<br>7006180746    |
| ii                         | Dr. Arshid Iqbal<br>Research Officer (Unani),<br>RRIUM Srinagar                              | Member           | drarsheediqbal@gmail.com<br>7006019911       |
| iii                        | Mrs. Roohi Jan<br>Librarian,<br>RRIUM Srinagar   | Member           | roohi136@gmail.com<br>9858410698             |
| iv                         | Mrs. Shahida Akhtar<br>Staff Nurse,<br>RRIUM Srinagar  | Member           | shahidaakhter111@gmail.com<br>9596449700     |
| v                          | Mr. Sajad Buchh<br>Advocate, Chamber No. 225,<br>Moominabad Court, Srinagar<br>(Lic 2137/2k) | External Member  | sajadbuchh@gmail.com<br>7006320252           |

*Dr. Arjumand Shah*  
17/01/25

| Kerala         |  |                  |   |
|----------------|--|------------------|---|
| 9.             | CRU, Kerala  |                  |   |
| i              | Dr. A. Farhath Fathima<br>Research Officer (Unani),<br>CRU, Edathala   | Chairperson      | farhathcrony@gmail.com<br>9941767447    |
| ii             | Mrs. Sherly Baby<br>U.D.C,<br>CRU, Edathala  | Member           | sherlycru@gmail.com<br>9995031765       |
| iii            | Mrs. Mariambi V.M<br>Retired HM, KNMMES<br>Valiyaveettil House, Edathala (N)<br>P.O, Aluva,<br>Kerala-683561 | External Member  | vmMariambi@gmail.com<br>8921924100      |
| Madhya Pradesh |  |                  |   |
| 10.            | CRU, Bhopal  |                  |   |
| i              | Dr. Vandana Rajak<br>Research Officer (U),<br>C.R.U, Bhopal,   | Chairperson      | vandanarajak143@gmail.com<br>9140495301 |
| ii             | Dr. Fozia Sultan<br>Technical Officer (U),<br>C.R.U, Bhopal,   | Member           | foziyasultan266@gmail.com<br>9301600149 |
| iii            | Mr. Hussain Ali Saifi<br>Advocate,<br>Bhopal (M.P.)  | External Member  | adv.hasaify@gmail.com<br>93012 39495    |
| 11.            | CRU, Burhanpur   |                  |   |
| i              | Dr. Tanveer Ginwala<br>Professor Dept. of Gynaecology<br>S.H.U. Tibbiya College,<br>Burhanpur                | Chairperson      | tanveer.ginwala@gmail.com<br>9993994172 |
| ii             | Mrs. Daljeet Sharma<br>Lab. Technician<br>CRU, Burhanpur   | Member Secretary | sharmadaljeet29@gmail.com<br>9406859579 |
| iii            | Dr. Qazi Fareed Uddin<br>Professor Dept. of Kulliyat S.H.U.<br>Tibbiya College,<br>Burhanpur M.P.            | External Member  | drfareedqazi@gmail.com<br>9424078655    |
| Maharashtra    |  |                  |   |
| 12.            | RRIUM, Mumbai  |                  |   |
| i              | Dr. Humaira Bano<br>Research Officer (Unani),<br>RRIUM, Mumbai   | Chairperson      | bano786.mau@gmail.com<br>9699611805     |
| ii             | Dr. Nikhat Shaikh<br>Research Officer (Unani),<br>RRIUM, Mumbai  | Member           | drnikhat.unani@gmail.com<br>9820399433  |
| iii            | Mr. Mohd Adil<br>Research Officer (Bio-chem),<br>RRIUM, Mumbai   | Member           | adil.malik0404@gmail.com<br>9608064634  |
| iv             | Adv. Jagjeet Kaur Rehel<br>Advocate High Court   | External Member  | jagjeetrehel@gmail.com<br>9820233089    |

*[Handwritten Signature]*  
12/01/25



| Manipur    |   |                     |   |                         |
|------------|---|---------------------|---|-------------------------|
| 13.        | CRU, Manipur  |                     |   |                         |
| i          | Dr. Fatima Anjum,<br>Research Officer (Unani),<br>RRIUM, Silchar              | Chairperson         | drfatimaanjum88@gmail.com<br>9916452247   |                         |
| ii         | Dr. Abdullah,<br>Research Officer (Unani),<br>RRIUM, Silchar                  | Member              | abdullahazmi005@gmail.com<br>9448480844   |                         |
| iii        | Dr. Lavudya Sreenivsa Naik,<br>Research Officer (Bio-Chem),<br>RRIUM, Silchar | Member              | svnbiochem99@gmail.com<br>9985188986      |                         |
| iv         | Adv. Aisha Sultana Laskar,<br>(Advocate)<br>Gauhati High Court,<br>Guwahati   | External Member     | aishalaskar99@gmail.com<br>9101549129     |                         |
| Odisha     |   |                     |   |                         |
| 14.        | RRIUM, Bhadrak  |                     |   |                         |
| S. No      | Name  | Position            | Contact No.                               | E-mail ID               |
| 1          | Dr. Amreen Zehra,<br>R.O. (Unani)   | Chairman<br>(Women) | +91-<br>7300907278                        | Amreenzehra11@gmail.com |
| 2          | Dr. Kishore Kumar, R.O.<br>(Biochemistry)                                     | Member (Man)        | +91-<br>8598952079                        | kkcdri@gmail.com        |
| 3          | Dr. M.A. Waheed, R.O.<br>(Unani)  | Member (Man)        | +91-<br>9347351749                        | mawheed313@gmail.com    |
| 4          | Mrs. Sophia Shaikha,<br>Secretary ASHIYANA,<br>Bhadrak                        | Member<br>(Woman)   | +91-<br>8637244658                        | swebdkodisha@gmail.com  |
| Tamil Nadu |   |                     |   |                         |
| 15.        | RRIUM, Chennai  |                     |   |                         |
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| ii         | Dr. Athar Parvez Ansari<br>Research Officer (Unani),<br>RRIUM, Chennai        | Member              | aatharparvez@gmail.com<br>9952961233      |                         |
| iii        | Mrs. N. Vidyalakshmi<br>Library Information Assistant,<br>RRIUM, Chennai      | Member              | vidyalak@gmail.com<br>9003106628          |                         |
| iv         | Mrs. Parveen Tabasum,<br>Staff Nurse<br>RRIUM, Chennai                        | Member              | parveenbasha155@gmail.com<br>9940072238   |                         |
| v          | Dr. S. Mageswari<br>Consultant (Botany),<br>RRIUM, Chennai                    | Member              | mageswari0204@gmail.com<br>9940401263     |                         |
| vi         | Mrs. Sofia Bama Rani<br>(Non-affiliate Member)                                | Member              | sofiabamarani9339@gmail.com<br>8428389339 |                         |
| vii        | Dr. Anjath Khan<br>Advocate & Legal Expert                                    | External Member     | drkhanlawyer@gmail.com<br>9790713797      |                         |

*Dr. 17/01/25*

| Telangana      |   |                 |  |
|----------------|---|-----------------|--|
| 16.            | NRIUMSD, Hyderabad  |                 |  |
| i              | Dr. Arzeena Jabeen<br>Assistant Director (Unani),<br>NRIUMSD, Hyderabad                       | Chairperson     | aarzu763@gmail.com<br>9032519286           |
| ii             | Dr. Javed Inam Siddiqi<br>Research Officer (Unani),<br>NRIUMSD, Hyderabad                     | Member          | javedinam1972@yahoo.com<br>9849875295      |
| iii            | Dr. Gulam Mohammed Husain<br>Research Officer (Pharma.)<br>NRIUMSD, Hyderabad                 | Member          | gmhusain@gmail.com<br>8179537035           |
| iv             | Mr. Dhandem Lalaiah Kumar,<br>IRS, Retired Commissioner<br>Revenue Dept. (GST),<br>Hyderabad. | External Member | dhandemlalith@gmail.com<br>7092819999      |
| v              | Mr. M.A. Bari Faruqi<br>Consultant (Legal),<br>NRIUMSD, Hyderabad                             | External Member | bari3360@gmail.com<br>9959360886           |
| vi             | Mr. Sajid Hamid Ali Ather,<br>Driver & General Secretary,<br>CRIUM NGO's Union, Hyderabad     | Member          | hamid.ather6693@gmail.com<br>9346505245    |
| Uttar Pradesh  |   |                 |  |
| 17.            | CRIUM, Lucknow  |                 |  |
| i              | Dr. Arifa Khatoon<br>Research Officer (Unani),<br>CRIUM Lucknow                               | Chairperson     | drarifakhan40@gmail.com<br>8619725706      |
| ii             | Dr. Bushra Sabir<br>Research Officer (Unani),<br>CRIUM Lucknow                                | Member          | dr.bushrasabir@gmail.com<br>7503539832     |
| iii            | Dr. Raghubanshi<br>Research Officer (Unani),<br>CRIUM Lucknow                                 | Member          | raghuji780078@gmail.com<br>9953014369      |
| iv             | Mr. Nirvikar Pandey<br>Administrative Officer<br>CRIUM Lucknow                                | Member          | pandeynirvikar1990@gmail.com<br>9451897303 |
| v              | Dr. Afreen Usman<br>Social worker   | External Member | afrinusman@gmail.com<br>9415117221         |
| RRIUM, Aligarh |   |                 |  |
| 18.            | RRIUM, Aligarh  |                 |  |
| i              | Dr. Sadia Ayub,<br>Research Officer (Biochemistry),<br>RRIUM, Aligarh                         | Chairperson     | sa00203@gmail.com<br>9899849678            |
| ii             | Dr. Smita Kumari,<br>Research Officer (Pathology),<br>RRIUM, Aligarh                          | Member          | smitagmc@aol.com<br>9911537546             |
| iii            | Dr. Reesha Ahmed,<br>Research Officer (Unani),<br>RRIUM, Aligarh                              | Member          | dr.reeshaahmed17@gmail.com<br>7417348932   |
| iv             | Dr. Rashidul Islam Ansari,<br>Research Officer (Unani),<br>RRIUM, Aligarh                     | Member          | waytorashid@gmail.com<br>9897975161        |
| v              | Mr. Kshetra Pal Sharma,<br>Retired Joint Director, ESIC,<br>New Delhi                         | External Member | kpsharma05@gmail.com<br>7983654429         |

*Dr. 12/01/25*



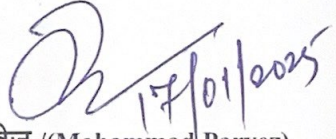
|            |   |                 |   |
|------------|---|-----------------|---|
| <b>19.</b> | <b>Drug Standardization Research Institute, Ghaziabad</b>   |                 |   |
| i          | Dr. Usha Devi,<br>Research Officer (Botany),<br>DSRI, Ghaziabad   | Chairperson     | usharudhyan19@gmail.com<br>9560089353         |
| ii         | Shri Shoeb Ahmed Ansari,<br>Research Officer (Chemistry),<br>DSRI, Ghaziabad  | Member          | shomedplay@gmail.com<br>9818522869            |
| iii        | Dr. Khadija Abdul Hafiz,<br>Research Officer (Unani),<br>DSRI, Ghaziabad  | Member          | khadijaabdulhfeez@gmail.com<br>7453939525     |
| iv         | Shri Manveer Singh,<br>Upper Division Clerk,<br>DSRI, Ghaziabad   | Member          | thakurmanvirsingh1971@gmail.com<br>9717301854 |
| v          | Dr. Sweta Mohan,<br>Scientific Officer (Chemistry),<br>PCIM & H   | External Member | dr.swetamohan@gov.in<br>8765441421            |
| <b>20.</b> | <b>RRC, Prayagraj</b>   |                 |   |
| i          | Dr. Khursheed Parveen<br>Professor and Head,<br>Department of Community<br>Medicine, GMC, Azamgarh<br>and Professor MLN Medical<br>College, Prayagraj | Chairperson     | drkparveen@gmail.com<br>8318741173            |
| ii         | Dr. Asia Khanam<br>Research Officer (Unani) ,<br>RRC Prayagraj  | Member          | asiakhanam106@gmail.com<br>9990961480         |
| iii        | Dr. Naseem Ahmad<br>Technical Officer (Unani)<br>RRC Prayagraj  | Member          | ahmadnasim1970@gmail.com<br>9919119723        |
| iv         | Ms. Ankita Singh<br>Advocate,<br>High Court of Judicature<br>Prayagraj  | External Member | as2015adv@gmail.com<br>9305453932             |
| <b>21.</b> | <b>CRU, Meerut</b>  |                 |   |
| i          | Dr. Smita Kumari,<br>Research Officer (Path),<br>CRU, Meerut  | Chairperson     | dr.smitagmc@gmail.com<br>9911537546           |
| ii         | Dr. Shagufta Parveen,<br>Research Officer (Unani),<br>CRU, Meerut   | Member          | shaguf.ccrum@gmail.com<br>8218368137          |
| iii        | Sh. Mohd Naseem,<br>Investigator (Stat),<br>CRU, Meerut   | Member          | mnpasha160@gmail.com<br>9458278675            |
| iv         | Sh. Faraz Khan<br>Advocate  | External Member | faraz953@gmail.com<br>9267111110              |

*Dr. Smita Kumari*  
17/01/25

| West Bengal |   |                 |   |
|-------------|---|-----------------|---|
| 22.         | RRIUM, Kolkata  |                 |   |
| i           | Mrs. Anjuara Begum<br>Sister In-charge,<br>RRIUM, Kolkata         | Chairperson     | anjuara3355@gmail.com<br>9830548288     |
| ii          | Ms. Mariam Kalim<br>LDC<br>RRIUM, Kolkata                         | Convener        | mariamkalim2806@gmail.com<br>8637203291 |
| iii         | Mr. Anirban Goswami<br>Investigator(Statistics)<br>RRIUM, Kolkata | Member          | rriumpatstats@gmail.com<br>7677143454   |
| iv          | Mr. Md. Imtiaz<br>Secretary,<br>NGO Sankalp Today                 | External Member | imtiazmd.786@gmail.com<br>9903800786    |

The term of the aforesaid Committee is for a period of three years. Terms of reference for the committee are attached herewith.

The In-charges of the concerned Institutes/Unit may ensure circulation of the order amongst the member of the committee all Officers/Staff. The order shall also be displayed on Notice Board of the Institute.

  
 मोहम्मद परवेज़ / (Mohammad Parvez)  
 प्रशासनिक अधिकारी / Administrative Officer  
 कृते महानिदेशक / for Director General

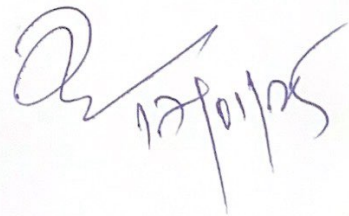
Copy to-

1. DG Office, CCRUM Hqs, New Delhi
2. In-charges of the Concerned Institutes/Units
3. Nodal Officers of the Concerned Institutes/Units
4. Admin Officer, CCRUM Hqs
5. Account Section, CCRUM Hqs
6. IT In-charge for uploading on the website of the Council.



### **Terms of Reference for the Internal Complaints Committee**

- To work towards creating an atmosphere promoting equality, non-discrimination and gender sensitivity.
- To promote and facilitate measures to create a work environment that is free of sexual harassment.
- To receive and take cognizance of complaints made about sexual harassment at the workplace and give every complaint serious consideration.
- Crisis Management, Mediation and Counselling
- To conduct enquiries into the complaints.
- To seek reply from respondent by sending a copy of complaint within seven working days from the date of receipt. The respondent shall file his reply with his list of documents, and names and addresses of witnesses, within ten working days from the date of receipt of the copy of complaint.
- To insist upon formal charge sheet, if misconduct establishes in Preliminary Investigation.
- To follow the inquiry procedure in accordance with the service rules or Principle of Natural Justice.
- To provide initial relief to the complainant (if required).
- To complete inquiry within one month and in no case beyond 90 days.
- Submit the inquiry report within 10 days of completion of inquiry and provide the copy to both the parties.
- To conduct regular meetings of the Internal Complaints Committee preferably on quarterly basis even if there is no complaint. Report of the meetings should be submitted to DG CCRUM.



A handwritten signature in blue ink, followed by the date '12/01/25' written vertically.