



# JAMIA HAMDARD

(Deemed to be University)

Accredited by NAAC in 'A' Category

Recommended as Institution of Eminence by MHRD, GoI.

Phone : 011 26059688 (12 Lines)  
Fax : 011 26059663  
Email : [inquiry@jamiahamdard.edu](mailto:inquiry@jamiahamdard.edu)  
Website : [www.jamiahamdard.edu](http://www.jamiahamdard.edu)

HAMDARD NAGAR  
NEW DELHI - 110062

JH/RO/ICOR/2021/14  
February 9, 2021

## NOTIFICATION

The Vice Chancellor is pleased to constitute the following Committees with immediate effect:

### 1. Internal Complaints Committee (ICC):

S.No.	Category	Name	Status
A	A Presiding Officer who shall be a woman employed at a senior level at workplace from amongst the employees;	Prof. Vidhu Aeri, Dept. of Pharma. & Phytochemistry, SPER	Presiding Officer
B	Not less two Members from amongst employees preferably women or who have had experience in social work or have legal knowledge;	1. Dr. Azhar Jabeen, Deptt. of Moalajat, 2. Dr. Hinna Hamid, Deptt. of Chemistry 3. Ms. Nahid Chaudhary, Asstt. Registrar (Non-Teaching Staff)	Member
C	One member from amongst non-governmental organizations or associations committed to the cause of women or a person familiar with the issue relating to sexual harassment;	Dr. Farheen Malik Former Member, Delhi Commission for Women	External Member

### 2. Curriculum Development Cell:

1. Prof. M.A. Jafri, Vice Chancellor, Jamia Hamdard - Chairperson
2. Prof. S. Raisuddin, Dept. of Med. Elem. & Tox. SCLS - Convener
3. Prof. Suhel Parvez, Deptt. of Med. Elem. & Tox. SCLS - Member
4. Two External Experts of concerned or Allied Field - External Expert
5. Concerned Deans & Heads - Invitees

### **3. Mess Committee:**

- |  |   |             |
|--|---|-------------|
| 1. Prof. Mohd. Mujeeb,<br>Dept. of Pharma. & Phytochemistry, SPER    | - | Chairperson |
| 2. Dr. Sana Beg, Deptt. of Management, SMBS                          | - | Member      |
| 3. Dr. Azhar Jabin,<br>Dept. of Moalajat, SUMER                      | - | Member      |
| 4. Dr. Sohrab Ahmad Khan,<br>Dept. of Rehabilitation Sciences, SNSAH | - | Member      |

### **4. Purchase Committee:**

- |   |   |             |
|---|---|-------------|
| 1. Prof. Shakir Ali, Dept. of Biochemistry, SCLS                | - | Chairperson |
| 2. Prof. Mohd. Amir,<br>Dept. of Pharmaceutical Chemistry, SPER | - | Member      |
| 3. Dr. S. Nadimul Haque, Dept. of Management<br>SMBS            | - | Member      |
| 4. Deputy Registrar   | - | Member      |
| 5. Assistant Registrar (Purchase)                               | - | Convener    |

(For purchase of items over Rupees One Lakh only).

### **5. Publication Committee for News Letter, Annual Report, Social Media, etc.:**

- |  |   |             |
|--|---|-------------|
| 1. Prof. Manju Chhugani<br>Rufaida College of Nursing, SNSAH | - | Chairperson |
| 2. Prof. Javed Ali, Dept. of Pharmaceutics,<br>SPER          | - | Member      |
| 3. Dr. Mehar Fatima, School of Law,<br>HILSR                 | - | Member      |
| 4. Public Relations Officer, J.H.                            | - | Convener    |

### **6. University Website Committee:**

- |   |   |             |
|---|---|-------------|
| 1. Dr. Mohd. Akram,<br>Dept. of Tahaffuzi-Wa-Samaji Tib, SUMER                | - | Chairperson |
| 2. Dr. Zeenat Iqbal,<br>Dept. of Pharmaceutics, SPER                          | - | Member      |
| 3. Dr. Seema Rani,<br>Rufaida College of Nursing, SNSAH                       | - | Member      |
| 4. Dr. Qamar Pervez Rana, System Analyst,<br>Dept. of Computer Sciences, SEST | - | Member      |
| 5. Public Relations Officer, J.H.   | - | Member      |
| 6. Mr. Mirza Rahil Beg, System Analyst,<br>Dept. of Computer Sciences, SEST   | - | Convener    |

### **7. Women Development Cell:**

- |  |   |             |
|--|---|-------------|
| 1. Prof. Yasmeen Shamsi, Deptt. of Moalajat, SUMER | - | Chairperson |
| 2. Dr. Kulsum Jan, Dept. of Food Tech., SIST       | - | Member      |
| 3. Dr. Harleen Kaur, Dept. of Computer Sciences    | - | Member      |



### **8. Internal Grievance Cell for Teaching & Non-Teaching Staff:**

1. Prof. Asgar Ali, - In-charge  
Dept. of Pharmaceutics, SPER
2. Prof. Javed Ali, - Member  
Dept. of Pharmaceutics, SPER
3. Prof. Rana Zaidi, - Member  
Dept. of Biochemistry, SCLS
4. Mr. Sakhi John, Dept. Of Health - Member  
Management, SMBS
5. Secretary, JH Employees Union, Non-Teaching - Member
6. Mr. Sabir Chauhan, Assistant Registrar (Estab) - Convener

### **9. Eve Teasing Prevention Cell at Institutional Level:**

1. Dean Students' Welfare (DSW) - Chairperson
2. One Member from Internal Complaint Committee - Member  
Dr. Hinna Hamid, Dept. of Chemistry, and
3. One Member from Women Development Cell - Member  
Dr. Harleen Kaur, Dept. of Computer Sciences

### **10. Eve Teasing Prevention Cell at School Level:**

1. Senior Most Woman faculty member - Head\*
2. Two Female Research Scholars/Final year's students, - Member\*  
(\*To be nominated by the concerned Dean in each School for a period of 02 years).

### **11. Students Counseling Cell:**

1. Prof. Nadeem Siddiqui, - Chairperson  
Dept. of Pharmaceutical Chemistry, SPER
2. Dr. Aisha Siddiqui - Member  
Dept. of Ilmul Advia, SUMER
3. Dr. Arshad Hussain, - Member  
Dept. of Islamic Studies, SHSS
4. Dr. Sadaf Siraj, Dept. of Management, SMBS - Member
5. Dr. Sameena Naz, Dept. of Computer Sci., SEST - Member

### **12. Grievance Cell for Students:**

1. Prof. Divya Vohora, - Chairperson  
Dept. of Pharmacology, SPER
2. Dr. Hamida Aqil, - Member  
Dept. of Amraz-e-Niswan-wa-Qabalat, SUMER
3. Dr. Jawed Ahmad, Deptt. of Computer Sciences - Member
4. Dr. Shahnawaz Abdin, Dept. of Management - Member

### **13. House Allotment Committee:**

(In supersession of the Office Order D. No. Estab/LD/231, dated 05.04.2018)

- |   |   |                  |
|---|---|------------------|
| 1. Prof. Shahid H. Ansari,<br>Dept. of Pharma. & Phytochemistry, SPER           | - | Chairperson      |
| 2. Prof. M. Aslam,<br>Dept. of Ilmul Advia, SUMER                               | - | Member           |
| 3. Prof. Shahid Umar<br>Dept. of Botany, SCLS                                   | - | Member           |
| 4. Dr. Musharraf Husain<br>HOD, Dept. of Surgery, HIMSR                         | - | Member           |
| 5. Dr. Farheen Siddiqui,<br>Associate Professor, Dept. of Computer Sci., SEST   | - | Member           |
| 6. Dr. Ruchi Nagar Buckshee<br>Associate Professor, Dept. of Rehab. Sci., SNASH | - | Member           |
| 7. Mrs. Tarvinder Khurana, A.R. (Examinations)                                  | - | Member           |
| 8. President, J.H. Employees Union,   | - | Member           |
| 9. Mr. Furquan Ahmad, Estate Officer  | - | Member           |
| 10. Registrar   | - | Member Secretary |

The above Committees and Cells from Sr. No. 1 to 13 have been constituted for a period of two years or till further order, whichever is earlier. All concerned are requested to kindly take necessary action and convene meeting(s), as and when needed. The resolutions / decisions of the respective Committee/ Cell may kindly be sent to the undersigned for further action and processing.

  
9.2.21  
**REGISTRAR**

### **All Concerned**

#### **Copy to:**

1. All Deans
2. All HoDs/In charge- Centers
3. Finance Officer
4. Proctor / Controller of Examinations
5. PRO
6. System Analyst (With a request to upload in JH Website)
7. PA to Vice Chancellor
8. PA to Registrar
9. Guard File





# JAMIA HAMDARD

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HAMDARD NAGAR  
NEW DELHI - 110062

No. JH/RO/00/2021/31  
Dated: 07/06-2021

## OFFICE ORDER

With reference to the Notification No. JH/RO/ICOR/2021/14 Dated 09.02.2021 regarding Grievance Cell for Students, the Competent Authority has reconstituted the following Grievance Cell for Students as per UGC Guidelines to address the grievances of students, if any, studying at Jamia Hamdard:

- |   |                                       |
|---|---------------------------------------|
| 1. Prof. Divya Vohora,<br>Dept. of Pharmacology, SPER           | - Chairperson                         |
| 2. Dr. Aisha Parveen<br>Dept. of Tahaffuzi-Wa-Samaji Tib, SUMER | - Member                              |
| 3. Dr. Jawed Ahmad,<br>Deptt. of Computer Sciences, SEST        | - Member                              |
| 4. Dr. Shahnawaz Abdin,<br>Dept. of Management, SMBS            | - Member                              |
| 5. Dean Students Welfare (DSW)                                  | - Member Secretary<br>(Nodal Officer) |

The Committee would look into the grievances/complaints of students of Jamia Hamdard and also the grievances registered by the students of Jamia Hamdard on the UGC Grievance Portal and deliberate the issues of the students, and upload the action taken thereafter on the UGC Grievance Portal.

The Member Secretary is requested to kindly invite the concerned Dean of the School at the time of the meeting.

  
REGISTRAR

### All Concerned

Copy to:

1. All Deans
2. All HODs/In charge- Centers
3. Finance Officer
4. Chief Proctor / Controller of Examinations
5. PRO
6. System Analyst (with a request to upload in JH Website)
7. PA to Vice Chancellor
8. PA to Registrar
9. Guard File

**RUFAIDA COLLEGE OF NURSING  
SCHOOL OF NURSING SCIENCES & ALLIED HEALTH  
JAMIA HAMDARD (DEEMED TO BE UNIVERSITY)**

FN/JH/Anti-Ragging Committee/2018

Date: 02.08.2018

An Anti-Ragging Committee has been constituted at the faculty level to curb any act of ragging. The following teachers and student-representatives are members in this Committee.

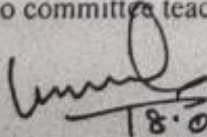
Sr. No.	Name of Teacher	Email Address	Mobile No.
1.	Ms. Veena Sharma	veena7sharma@yahoo.co.in	9891009592
2.	Ms. Seema Rani	seema9rani@yahoo.co.in	9811136923
3.	Ms. Bindu Shaiju	bindushaiju07@yahoo.co.in	9891721631
4.	Ms. Anju	anjhooda1986@gmail.com	9899436520

Sr. No.	Name of Student	Class
1.	Ms. Himani Sharma	B.Sc. II year
2.	Ms. Ansiya Dileep	B.Sc. II year
3.	Ms. Amitha Thomas	DGNM II year
4.	Ms. Meenakshi Chauhan	DGNM II year
5.	Ms. Manisha	P. B. B.Sc. Nursing II year
6.	Mr. Ashwani	P. B. B.Sc. II Nursing year
7.	Ms. Aksa Sara	M.Sc. Nursing II year
8.	Ms. Mohita Walter	M.Sc. Nursing II year

All the Anti-Ragging committee members are instructed to keep a strict vigilance that no fresher is ragged by any other student. If they notice any incident of ragging or come to know about any untoward behavior reported by fresher or any other students they have to immediately report to the concerned warden in the hostel or the concerned teacher in Anti-Ragging Squad as mentioned above.

-If they are not able to report to the above mentioned teachers, they have to report to any teacher available or the principal any time during day or night.

-The student representatives in the Anti-Ragging Committee will facilitate the vigilance and report promptly to committee teachers any incidence of ragging in the hostel or college.

  
18.09.18  
Prof. Urmila D. Bhardwaj  
Principal



**Rufaida College of Nursing  
School of Nursing Sciences and Allied Health  
Jamia Hamdard (Deemed to be University)**

Dated: 20/08/2018

To  
**The Registrar**  
Jamia Hamdard  
New Delhi

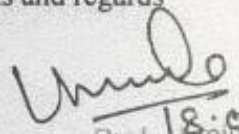
**Subject: Revision of names of Faculties in Anti Ragging Squad**

Sir,

This is to request you to approve the revision of the names of Faculties from Rufaida College of Nursing, School of Nursing Sciences and Allied Health to be included in Anti Ragging Squad of Jamia Hamdard for the year 2018-19, as under;

- 1) Ms. Veena Sharma
- 2) Ms. Seema Rani
- 3) Ms. SomibalaThokchom
- 4) Ms. Anju

Thanks and regards

  
18.09.18  
**Prof. Urmila D. Bhardwaj**  
Principal  
Rufaida College of Nursing  
Jamia Hamdard  
(Deemed to be University)  
New Delhi-110062

c.c.: Proctor, Jamia Hamdard

**Rufaida College of Nursing**  
**School of Nursing Sciences and Allied Health**  
**Jamia Hamdard (Deemed to be University)**

Dated: 20/08/2018

To  
**The Registrar**  
Jamia Hamdard  
New Delhi

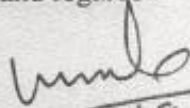
Subject: Revision of names of Faculties in Anti Ragging Squad

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- 1) Ms. Veena Sharma
- 2) Ms. Seema Rani
- 3) Ms. SomibalaThokchom
- 4) Ms. Anju

Thanks and regards

  
18.09.18

**Prof. Urmila D. Bhardwaj**  
Principal

c.c.: Proctor, Jamia Hamdard



**OFFICE OF THE DEAN STUDENTS WELFARE  
JAMIA HAMDARD, NEW DELHI**

July 22, 2016

**NOTICE**

All the students are hereby informed that **Ragging is strictly prohibited in Jamia Hamdard** as per the directions of the Hon'ble Supreme Court of India and as per guide lines issued by the University Grants Commission, section 3 of UGC Regulation on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 (under Section 26(1) (g) of the University Grants Commission Act, 1956): Ragging constitutes one or more of any of the following acts:

- a) Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
- b) Indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- c) Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
- d) Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.
- e) Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f) Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students
- g) Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h) Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.

contd.....2/-

Date 28/7/16 Time 11:30  
Received..... Signature [Signature]



OFFICE OF THE DEAN STUDENTS WELFARE  
JAMIA HAMDARD, NEW DELHI

DSW/JH/ICOR/16  
July 12, 2018

NOTICE

All the students are hereby informed that **Ragging is strictly prohibited in Jamia Hamdard** as per the directions of the Hon'ble Supreme Court of India and as per guidelines issued by the University Grants Commission, section 3 of UGC Regulation on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 (under Section 26(1) (g) of the University Grants Commission Act, 1956): Ragging constitutes one or more of any of the following acts:

- a) Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
- b) Indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- c) Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
- d) Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.
- e) Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f) Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students
- g) Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h) Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.

Cont..2/-

Keep copy in file &  
put up a copy on Notice  
Board.  
R. Singh  
12/7/18

Received  
12/7/18



OFFICE OF THE DEAN STUDENTS WELFARE  
JAMIA HAMDARD, NEW DELHI

DSW/JH/ICOR/17  
July 12, 2018

NOTICE


As per notification made by the Anti Ragging helpline, Government of India, the newly admitted students have to fill their affidavit ONLINE. There is no need for a Notary Stamp Paper.

It is requested to all the Dean of Schools to instruct the newly admitted students of different courses in their Schools to fill their affidavit ONLINE immediately. For this they should visit the website

[www.amanmovement.org/form](http://www.amanmovement.org/form)

The Deans are also requested to kindly instruct their office to collect Anti Ragging print out, duly signed by both students and parents. These printouts of Anti Ragging Undertaking (Affidavit) may please be maintained in the Office of respective Deans. As per UGC guidelines this practice will be required to be followed at the time of registration/ promotion each year (Odd Semester).

Action taken may please be informed to the undersigned.

  
(Prof. Mohd. Amir)  
Dean Students Welfare

All Dean of the Schools

Copy to:

1. Proctor
2. Provost Boys' Hostels
3. Provost Girls' Hostels
4. Director, IQAC
5. P.R.O.
6. A.R. (V.C. Office) for information please
7. P.A. to Registrar - for information please.

Recd. Amir  
13/7/18

Circular to all  
Coordinators

Amir  
12/7/18

Alhass  
13/7/18

Received on  
2/7/18  
AM

Recd  
13/7/18

Received  
on 13/7/18  
AM  
12/7/18

Rufaida College of Nursing  
Jamia Hamdard

FN/JH/Anti-Ragging Committee/2020

Date: 05-09-2020

An Anti-Ragging Committee has been constituted at the faculty level to curb any act of ragging. The following teachers and students representatives are members in this committee.

S. No.	Name of Teachers	Email address	Mobile No.
01.	Ms. Veena Sharma (Member)	veena7sharma@yahoo.com	9891009592
02.	Mrs. Seema Rani (Member)	seema9rani@yahoo.co.in	9811136923
03.	Mrs. Bindu Shaiju (Member)	bindushaiju07@yahoo.com	9891721631
04.	Mrs. Jamal Fatima (Member)	Jamalfatima82@gmail.com	7678657633
05.	Mrs. Somibala Thokchom	somibalathokchom@gmail.com	8506931051
06.	Mr. Eke Lama Tamang	eke_tamang@yahoo.co.in	9811309780
07.	Mrs. Mikki Khan	mikki.khan@gmail.com	8860081213
08.	Mrs. Anjali Kaushik	anjaliikaushil@jamiyahamdard.ac.in	9871197392

S No	Name of the student	Class
1.	Hansika Gola	B.Sc. II Year
2.	Arpit Chopra	B.Sc. II year
3.	Mohd. Abrar Ahmed	B.Sc. II Year
4.	Kajal	DGNM II Year
5.	Hema Bhandari	DGNM II Year
6.	Amita A Thomas	Post Basic B.sc II Year
7.	Shazer Rizvi	Post Basic B.sc II Year
8.	Sini	M.sc Nursing II Year
9.	Deepika	M.sc Nursing II Year

#### STUDENT INCHARGE

All the anti-ragging committee members are instructed to keep a strict vigilance that no fresher is ragged by any other students. If they notice any incident of ragging or come to know about any untoward behavior reported by the fresher or any students they have to immediately report to the concerned warden in the hostel or the concerned teacher in anti-ragging squad as mentioned above.



- If they are not able to report to the above mentioned teachers, they have to report to any teachers available or the principal any time during day or night.
- The student's representatives in the anti- ragging committee will facilitate the vigilance and report promptly to committee teachers any incidence of ragging in the hostel or college.

*Ushans*  
Veena Sharma 05/09/10  
Principal  
Rufaida College of Nursing  
Jamia Hamdard

Rufaida College of Nursing  
Jamia Hamdard

FN/JH/Anti-Ragging Committee/2021

Date: 30-09-2021

An Anti-Ragging Committee has been constituted at the faculty level to curb any act of ragging. The following teachers and students representatives are members in this committee.

S. No.	Name of Teachers	Email address	Mobile No.
01.	Ms. Veena Sharma	veena7sharma@yahoo.com	9891009592
02.	Mrs. Seema Rani	seema9rani@yahoo.co.in	9811136923
03.	Mrs. Bindu Shaiju	bindushaiju07@yahoo.com	9891721631
04.	Mrs. Jamal Fatima	Jamalfatima82@gmail.com	7678657633
05.	Mrs. Somibala Thokchom	somibalathokchom@gmail.com	8506931051
06.	Mr. Eke Lama Tamang	eke_tamang@yahoo.co.in	9811309780
07.	Mrs. Mikki Khan	mikki.khan@gmail.com	8860081213
08.	Mrs. Anjali Kaushik	anjaliKaushil@jamiahamdard.ac.in	9871197392

S No	Name of the student	Class
1.	Hansika Gola	B.Sc. II Year
2.	Arpit Chopra	B.Sc. II year
3.	Mohd. Abrar Ahmed	B.Sc. II Year
4.	Kajal	DGNM II Year
5.	Hema Bhandari	DGNM II Year
6.	Nikita	Post Basic B.sc II Year
7.	Hammad	Post Basic B.sc II Year
8.	Parul	M.sc Nursing II Year
9.	Asha Sharma	M.sc Nursing II Year

**STUDENT INCHARGE**

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- The student's representatives in the anti- ragging committee will facilitate the vigilance and report promptly to committee teachers any incidence of ragging in the hostel or college.

Ushara  
20/09/2021

Veena Sharma

Principal

Rufaida College of Nursing, SNSAH

Jamia Hamdard

Rufaida College of Nursing  
School of Nursing, Jamia Hamdard  
Jamia Hamdard, New Delhi