

Manual 08
A Statement of Boards, Council, Committees and other Bodies Constituted.
[(Section 4(1)(b)(viii)]

List of Boards, Councils, Committees etc.

1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
Sl. No.	Name & Address of the Consultative Committee/bodies	Constitution of the Committee/body	Main Function of the body	Frequency of Meetings	Date of Constitution	Date upto which valid	Whether meetings Open to public	Whether minutes accessible to public	Remarks
1	General Body	<p><u>PRESIDENT</u></p> <p>1. Hon'ble Minister of Health & Family Welfare, GNCT of Delhi.</p> <p><u>VICE PRESIDENT (EX-OFFICIO)</u></p> <p>1. Chief Secretary, Government of NCT of Delhi –cum-Chairman, Executive Council IHBAS.</p> <p>2. Vice Chancellor, University of Delhi</p> <p>3. Additional Secretary and Financial Advisor, Ministry of Health & Family Welfare, Government of India</p> <p><u>MEMBERS (EX-OFFICIO)</u></p> <p>4. Secretary (H&FW), GNCTD, Delhi Sachivalaya, IP Estate, New Delhi</p> <p>5. Principal Secretary (Finance), GNCT of Delhi.</p> <p>6. Principal, University College of</p>	<ul style="list-style-type: none"> Consideration of Annual Report. Consideration of the Balance Sheet and the Audited Accounts for the previous years. Election of such officers or persons or members of the Executive Council as is required by the constitution of the Institute. Receipt and consideration of the Budget proposal for the following years. 	Once in a year and as and when desired by President, IHBAS	26.7.91	Permanent. Tenure of the office of Nominated Members is of Two Years until their successors are reelected or re-nominated as the case may be whichever is later. They shall be eligible for re-election and re-nomination.	No	Yes,	General Body in its meeting held on 30.08.1994, unanimously resolved that Hon'ble Health Minister GNCTD be and is elected as the President of IHBAS as per rule 1.1 of the rules and regulations in place of the Hon'ble LG of UT of Delhi.

		<p>Medical Sciences (UCMS), Delhi.</p> <p>7. Medical Superintendent, Guru Teg Bahadur Hospital (GTBH), GNCT of Delhi.</p> <p>ONE NOMINEE EACH FROM DEPARTMENTS/MINISTERIES, GOVERNMENT OF INDIA</p> <p>8. Advisor (Health), Planning Commission, Yojana Bhawan, New Delhi.</p> <p>9. Advisor, Dept. of Bio-Technology, 7-8 Floor, Block-2, CGO Complex, Lodhi Road, New Delhi (Retd.).</p> <p>10. Advisor (TDT), Dept. of S&T, Technology Bhawan, New Mehrauli Road, New Delhi.</p> <p>11. Joint Secretary (T), Department of Education, Ministry of Human Resource Development, Government of India, Shastri Bhawan, New Delhi</p> <p>12. Joint Secretary (DD), Ministry of Social Justice and Empowerment, Govt. of India, Shastri Bhawan, New Delhi .</p> <p>13. Chief Senior Deputy Director</p>							
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		<p>General, NCD, ICMR, Ansari Nagar, New Delhi.</p> <p>THREE NOMINEES OF GOVERNMENT OF NCT OF DELHI KNOWN FOR THEIR EMINENCE IN THE FIELD</p> <p>14. Vacant.</p> <p>15. Professor P.N. Tandon, Professor Emeritus (Neurosurgery) AIIMS, Ansari Nagar, New Delhi.</p> <p>16. Professor S.K. Khandelwal, Department of Psychiatry, AIIMS, New Delhi.</p> <p>TWO FACULTY MEMBERS OF THE INSTITUTE (One form Professional and One from other stream.)</p> <p>17. Dr. Sujata Chaturvedi, Professor & Head, Department of Pathology, IHBAS.</p> <p>18. Dr. Rajeev Thakur, Professor & Head, Department of Microbiology, IHBAS</p> <p>MEMBER SECRETARY</p> <p>19. Director, IHBAS</p>							<p>Due to sudden demise of Dr. Ranjit Roy Chaudhary, Emeritus Scientist Professor (National Institute of Immunology), on 27.10.2015. The post is vacant.</p> <p>Three Nominees for Delhi Govt. Known for their eminence namely Prof. P.N Tandon, Prof. S.K Khandelwal was nominated with the approval of General Body in its meeting held</p>
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									on 17.10.2007. Two Faculty Members of the Institute Nominated for GB 18.08.2012.
2	Executive Council	<p><u>CHAIRPERSON</u></p> <p>1. Chief Secretary, GNCTD-cum-Chairman, Executive Council, IHBAS</p> <p><u>MEMBERS (EX-OFFICIO)</u></p> <p>2. Additional Secretary and Financial Advisor, Ministry of Health & Family Welfare, Government of India, Nirman Bhawan, New Delhi</p> <p>3. Pr. Secretary / Secretary (H&FW), GNCT of Delhi.</p> <p>4. Pr. Secretary (Finance), GNCT of Delhi.</p> <p>5. Medical Superintendent/Deputy Medical Superintendent/Additional Medical Superintendent, IHBAS</p> <p>6. Joint Secretary, Ministry of Health & Family Welfare, Government of India, Nirman Bhawan, New Delhi.</p>	<p>•Subject to the Genral Control and direction of the General Body, The Executive Council shall be responsible for the management and administration of the affairs of the Institute in accordance with the rules and by laws made there under for the furtherance of the objects and shall have all powers which may be necessary or expedient for the purpose, including :</p> <ul style="list-style-type: none"> ✚ To lay down broad policies to carry out the purpose of the Institute. ✚ To review & sanction budget estimates. ✚ To sanction expenditure as defined in financial bye-laws. ✚ To invest the funds of the Institute. ✚ To borrow on terms & conditions expedient ✚ To create posts & recruit & appoint staff. <p>•The EC may by resolution appoint one or more committee or committees or sub-committees for</p>	Twice in a year	26.07.1991	Permanent. Tenure of the office of Nominated Members is of Two Years until their successors are reelected or re-nominated as the case may be whichever is later. They shall be eligible for re-election and re-nomination.	No	Yes,	The Initial Executive Council had only Seven Members. Subsequently additional Members were added with the approval of various EC/GB meetings. Presently the EC has 17 Members Out of 17 members 4 Nominated. Members from S.No 10 to 17 have been approved by GB in its meeting held on 10.12.2010.

	<p>7. Principal, University College of Medical Sciences (UCMS), Delhi</p> <p>8. Medical Superintendent, Guru Teg Bahadur Hospital</p> <p>9. Joint Director (Administration), IHBAS,</p> <p><u>FOUR NOMINEES OF GOVERNMENT OF NCT OF DELHI</u></p> <p>10. Dr. L.M. Nath, Former Director, AIIMS, New Delhi</p> <p>11. Dr. S.C. Malik, Former Director Professor, Lady Hardinge Medical College & National Consultant Mental Health, Ministry of Health & Family Welfare, Government of India</p> <p>12. Dr. M. Gourie-Devi, Emeritus Professor (Neurology), IHBAS and Former Director, National Institute of Mental Health and Neurosciences (NIMHANS), Bangalore.</p> <p>13. Dr. B.N Gangadhar, Director and Vice Chancellor, NIMHANS, Bangalore</p> <p><u>THREE FACULTY MEMBERS OF THE INSTITUTE</u></p> <p>14. Dr. Rajeev Thakur, Professor & Head, Department of Microbiology, IHBAS</p>	<p>such powers as may be specified by it.</p> <ul style="list-style-type: none">•The EC of the Institute may, by resolution, delegate severally to the Chairman or the Vice-Chairman or the Director or jointly to any two or all three of them, such of its powers as it may deem fit for the conduct of the business.•The EC may frame, alter or repeal bye-laws for the proper conduct of business of the Institute for which no specific provision has been made in these rule by a majority of not less than three-fifths of the members present.						
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		15. Dr. Suman Kushwaha, Associate Professor and Acting Head, Department of Neurology, IHBAS. 16. Dr. Arvind Kumar Arya, Assistant Professor (Neuro-anesthesia), IHBAS <u>MEMBER SECRETARY</u> 17. Director, IHBAS							
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.

3.	Standing Finance & Budget Committee	<p><u>CHAIRPERSON</u> 1. Principal Secretary (Finance), GNCT of Delhi.</p> <p><u>MEMBER</u> 2. Additional Secretary & Financial Adviser, Government of India, Ministry of Health & Family Welfare and Member, SF&BC of IHBAS, Nirman Bhawan, New Delhi. 3. Secretary (H&FW), GNCT of Delhi 4. Joint Director (Admn.), IHBAS. 5. Financial Adviser & Chief Accounts Officer/Senior Accounts Officer, IHBAS.</p> <p><u>MEMBER SECRETARY</u> 6. Director, IHBAS</p>	<p>The Committee shall advice the Executive Council on the following:- The Following matters shall be referred to the SFC, which shall consider them and make its recommendations thereon, namely:</p> <ul style="list-style-type: none"> •Annual accounts showing the receipts and expenditure of the Institute together with the audit thereon. •Budget estimate showing the estimate regarding expenditure of the Institute. •All proposals for the creation of new Posts. •All financial matter pertaining to the policy issues of the Institute which are beyond the financial powers of Director. •All matter relating to the invitation and acceptance of Tender which are beyond the powers of Director. •Purchase of all electronic equipment costing 5 Lakhs and above. •To approve Hospital service charges and rates for investigation •Condemnation of Motor vehicles and other vehicles. •To advice expenditure in accordance with financial bylaws of the Institute and General Financial Rules, •To invest funds of the Institute in Nationalized Bank. •Full powers to reimburse medical expenses in relaxation to rules. 	As and when necessary	30.7.93	Permanent	NO	YES	-
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1.	2.	3.	4.	5.	6.	7.	8.	9.	10.																														
4.	Building & Works Committee	<p><u>CHAIRMAN</u> 1. Secretary (H&FW), GNCT of Delhi.</p> <p><u>MEMBERS</u> 1. Director, IHBAS 2. Dy. Secretary (Finance), GNCT of Delhi 3. Dr. S.D. Sharma, Emeritus Professor, IHBAS 4. Chief Architect, DGKS, Nirman Bhawan. 5. Joint Director (Admn.), IHBAS 6. Superintending Engineer, IHBAS 7. Sr. Architect, Zone M-2 PWD,GNCT of Delhi 8. Sr. Accounts Officer, IHBAS</p> <p><u>MEMBER SECRETARY</u> 9. Executive Engineer (Civil), IHBAS</p>	<p>The Financial Powers of the Committee as delegated in 53rd Executive Council (EC) Meeting held on 15.10.2012 (item no. 4.6) are as under:-</p> <table><tr><td>S. No</td><td>Nature of power</td><td>Director</td><td>Chairman</td><td>EC</td><td>Building and works committee</td></tr><tr><td>1.</td><td>Maintenance of Building and pretty works</td><td></td><td></td><td></td><td></td></tr><tr><td>a.</td><td>Original works and special repair</td><td>Rs. 100 lakh in each case</td><td></td><td></td><td>Full powers (above Rs.10/- Crores and upto 100 crores with EFC clearance)</td></tr><tr><td>b.</td><td>Ordinary repairs</td><td>Full powers</td><td>-</td><td>-</td><td>-</td></tr><tr><td>C</td><td>Annual repair</td><td>Full powers</td><td>-</td><td>-</td><td>-</td></tr></table> <p>Note:- The EC approved the Financial Powers of Director, IHBAS for capital works at par with Head of Departments of GNCTD for now and as per future notifications.</p>	S. No	Nature of power	Director	Chairman	EC	Building and works committee	1.	Maintenance of Building and pretty works					a.	Original works and special repair	Rs. 100 lakh in each case			Full powers (above Rs.10/- Crores and upto 100 crores with EFC clearance)	b.	Ordinary repairs	Full powers	-	-	-	C	Annual repair	Full powers	-	-	-	As and when necessary	30.7.93	Not Specified	NO	YES	-
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C	Annual repair	Full powers	-	-	-																																		
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.																														
5.	Academic Committee	<p><u>CHAIRPERSON</u> 1. Prof.(Dr. Nimesh G. Desai, Director,</p>	<p>•To Develop the Institute as a postgraduate training Institute.</p> <p>•To review and advise the</p>	-do-	30.7.93	Not Specified	NO	YES	-																														

		<p>IHBAS.</p> <p><u>MEMBERS</u></p> <p>2. Dr. Amool Ranjan Singh, Director, RINPAS, Ranchi.</p> <p>3. Dr. V. Ravi, Registrar, NIMHANS,Bangalore.</p> <p>4. Dr. S.V. Madhu, Head, Dept. of Medicine, UCMS,Delhi.</p> <p>5. Dr. N.K. Chadha, Head, Dept. of Psychology, University of Delhi.</p> <p>6. Dr. M.M. Mehndiratta, Professor of Neurology, GB Pant Hospital, New Delhi.</p> <p>7. Dr. Sushma Battra, Head Dept of Social Work, University of Delhi.</p> <p>8. Dr. H.S Kohli, Prof. Dept. of Social Work, Jamia Milia Islamia, New Delhi.</p> <p>9. Dr. Uday Kumar Sinha, Addl.Prof. of Clinical Psychology,IHBAS,GNCTD</p> <p>10. Dr. Om Prakash, Assoc. Prof. of Psychiatry, IHBAS, GNCTD.</p> <p><u>MEMBER SECRETARY</u></p> <p>11. Dr. Neelam Chillar,Assoc. Prof of Neurochemistry,IHBAS.</p>	<p>undergraduate Training Programmes under taken by the Faculty of IHBAS.</p> <ul style="list-style-type: none"> • To review and advise the postgraduate Training Programme of the Institute. • To organize short training programmers in special fields related to psychiatry Neuro Sciences and Behavioral Sciences etc. for physician and other profession. • To approve workshop/ seminars/ symposia/ conferences and to advise on expenditure above the limit of Rs. 20,000 for an individual activity. • To review and advice the ongoing research in the Institute and approved new research programmes where IHBAS funds are involved. • To supervise the development of a Registry for Mental Diseases and such other activities. • To organize multicentre Research studies both within the country and abroad. 						
1.	2.	3.	4.		5.	6.	7.	8.	9.

6	Ethics Committee	<p><u>CHAIRPERSON</u></p> <p>1. Prof .LM Nath, Former Director, AIIMS, E-21, Defense Colony, New Delhi-Chairperson.</p> <p><u>MEMBERS</u></p> <p>2. Professor M. Gourie Devi, Emeritus Professor (Neurology, IHBAS.</p> <p>3. Drugs Controller of Delhi, Government of NCT of Delhi, F.17, Karkardooma, 4th Floor, Shahdara, Delhi</p> <p>4. Mrs. Geeta Luthra, Sr. Advocate, Supreme Court of India, New Delhi.</p> <p>5. Prof. KM Prabhu, Head, Department of Biochemistry, UCMS, Delhi</p> <p>6.Prof. S.D Seth, Consultant, ICMR, New Delhi.</p> <p>7. Prof. Kusum Saigal, Former Principal, LHMC, D-125, Sector-40, Noida-201301.</p> <p>8. Prof. Arvind Pandey, Director, NIMS, ICMR, New Delhi.</p> <p>9. Prof.SK Gupta, Former Prof. & Head, Dept of Pharmacology, AIIMS, New Delhi</p> <p>10. Prof. Vinay Srivastava, Principal, Hindu College, Delhi University, Delhi</p> <p>11. Dr.JP Kapoor, CMO, GTB& Former Project Director, DSACS, Delhi .</p>	For framing the rules. Director's office is responsible	At least once in six months or as frequently as possible.	3.1.96	3 years	NO	YES	
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1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
7.	Rehabilitation Committee	<p><u>CHAIRPERSON</u></p> <p>1. Prof.(Dr.)Nimesh G. Desai, Director, IHBAS.</p> <p><u>MEMBERS</u></p> <p>2. Mr.PankajJoshi, Jt. Secretary,CDD, Ministry of Social Justice & Empowerment, Govt. of India, New Delhi.</p> <p>3. Dr. S.K Chaturvedi, Prof. of Psychiatry Head, Dept. of Rehabilitation, NIMHANS, Bangalore.</p> <p>3. Mr. P.K. Sharma, Deputy Director, Social Welfare, GNCT of Delhi</p>	<ul style="list-style-type: none"> •To plan and organize rehabilitation services for patients in terms of both short and long terms rehabilitation. •To facilitate smooth functioning of rehabilitation services. •The Secretary, Rehabilitation committee will be entitled to draw upto Rs.2000/- at a time for purchase of articles and materials that may be required for the day to day working of the Rehabilitation Committee. •The Committee will try to establish 	As and when necessary	30.7.93	Not Specified	NO	YES	-

		<p>4. Mrs. Sreerupa Mitra Choudhary, Chairperson, Sudinalaya, Delhi.</p> <p>5. Mrs. Paramjeet Kaur, Director, Ashray Adhikar Abhiyan, Delhi.</p> <p>6. Mrs. Rangashree Kishore, Richmond Fellowship, Delhi.</p> <p>7. Dr. Rupali P. Shivalkar, Assoc. Prof. of Psychiatry, IHBAS.</p> <p>8. Dr. Jahanara M. G., Assoc. Prof. of Psychiatry Social Work, IHBAS.</p> <p>9. Dr. Vibha Sharma, Assoc. Prof. of Clinical Psychology, IHBAS.</p> <p>10. Dr. Pankaj Kumar, Asst. Prof. of Psychiatry, IHBAS</p> <p><u>MEMBERS SECRETARY</u></p> <p>11. Dr. Vijender Singh, Assoc. Prof. of Psychiatry, IHBAS</p>	<p>envisage and functioning coordination with other Government and Non-Government organization for Patients Welfare.</p>						
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
8.	Scientific Advisory Committee	<p>1. Prof. Ranjit Roy Chaudhury, Emeritus Scientist, NII, New Delhi</p> <p>2. Prof. P N Tandon, Prof. Emeritus, Neurosurgery, AIIMS, New Delhi</p> <p>3. Prof. S D Sharma, Emeritus Professor, IHBAS, Delhi</p> <p>4. Prof. J S Neki, Consultant Psychiatrist, Delhi</p> <p>5. Prof. N N Wig, Consultant Psychiatrist, Chandigarh</p>	For framing the rules. Director's office is responsible	Once in a year	27.1.99	Not Specified	NO	YES	-

		6. Prof. M Gourie-Devi, Director, NIMHANS, Bangalore 7. Prof. A K Agarwal, Dept. of Psychiatry, KGMC, Lucknow 8. Prof. R R Singh, Director, Tata Institute of Social Sciences, Deonar, Mumbai 9. Dr. Manju Mehta, Addl. Professor of Clinical Psychology, AIIMS, New Delhi							
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
9.	Board of Visitors	1. The Member Secretary, Delhi State Legal Services Authority, Patiala House Court Complex, New Delhi. 2. Prof. R C Jiloha, Rtd, Prof. & HOD (Psychiatry), G.B./Pant Hospital/HIM SAR, Jamia Nager, New Delhi. 3. Prof. Anjali Gandhi, Rtd. Prof. of Social Work, Jamia Milia Islamiya/D-40, East of Kailash, New Delhi. 4. Prof. Manju Mehta, Rtd. prof. of Clinical Psychology, Department of Psychiatry, AIIMS, New Delhi. 5. HOD, Neurology, GB Pant Hospital, Delhi 6. The Medical Superintendent, GTB Hospital, Shahdara, Delhi. 7. Prof. Aruna Bhardwaj, Rtd. Professor of Social Work, H-45, Bali Nager, New Delhi. 8. District Social Welfare Officer, North	For framing the rules. MS office is responsible	Monthly					

		West-I, NPS Complex, Sector-4Rohini, New Delhi. 9. The Director, Directorate of Health Services (DHS), GNCT of Delhi or his/her nominee, Preferably a Psychiatrist.							
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
10.	Establishment Committee	1. Director, IHBAS – Chairperson 2. Joint Secretary/Dy. Secretary (Finance) 3. Joint Secretary/Dy. Secretary (Services) 4. Joint Secretary/Dy Secretary (Medical) 5. Joint Director (Administration)	For framing the rules. Jt. Director's office is responsible	As and when necessary	23.11.94	Not Specified	NO	YES	-
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
11.	Internal Complaint Committee, under Section 4 (1) of Sexual Harassment to Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013	<u>PRESIDING OFFICER</u> 1.Dr. Neelam Chhillar, Associate Professor, Neurochemistry <u>MEMBER</u> 2.Dr. Suman K Kushwaha, Associate Professor, Neurology 3.Dr. Vibha Sharma, Associate Professor, Clinical Psychology 4.Dr. Pankaj Kumar, Assistant Professor, Psychiatry 5.Dr.Vinita Gupta, Medical Officer, Mother NGO for Homeless	Related Matter as per Act	As and when required	06.02.2014	Permanent	NO	NO	Constituted vide Office Order No. F.2/ 247/ 2007/ Estt./ IHBAS/ 1317 dated 06.02.2014

		<p>Department of Community Medicine, St. Stephen's Hospital.</p> <p>6. Dr. Paramjeet Kaur, Direcotr, Aashray Adhikar Abhiyan (AAA), Delhi</p> <p>7. Mr. A.K.Roy, Chief Physiotherapist, IHBAS</p> <p>8. Ms. Vimla Gupta, ANS, IHBAS</p> <p><u>MEMBER SECRETARY</u></p> <p>9. Dr. Ishita Pant, Assistant Professor, Pathology.</p>							
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