

भारतीय प्रौद्योगिकी संस्थान दिल्ली  
INDIAN INSTITUTE OF TECHNOLOGY DELHI  
समन्वय अनुभाग / COORDINATION SECTION

No. IITD/ICDN/1/27/2025(1)/444308(24)

Date: 12.09.2025

**Sub. :- Oversight Committee**

The Director is pleased to constitute the Oversight Committee for the year 2025-26 as under:-

			<b><u>Nominee of</u></b>
1.	Prof. Abhijit Majumdar, Textile & Fibre Engg. Deptt.	Chairperson	Director
2.	Prof. Manojkumar C. Ramteke, Chemical Engg. Deptt.	Member	Director
3.	Prof. Joyee Ghosh, Physics Deptt.	Member	Director
4.	Prof. S K Tyagi, DESE	Member	Director
5.	JR/DR/AR(E-I/E-II)*	Convener	Ex-Officio

\* As applicable to concerned Establishment.

**Tenure: September, 2025 to August, 2026**

**Terms of Reference:-**

1. The Oversight Committee will consider and examine the representations made by Group 'A' Officers (Faculty, Academic and Staff) on matters raised by them relating to functioning or method of working, behavior issues etc. of other Group 'A' Officers within the same Department / Centre / School / Section / Unit or Institute functionaries. Representations may also include complaints raised on accounts of personal biases, non-adherence to transparency, deviation from procedures as per standard protocols / rules and guidelines, non-handling of common / similar cases on parity or matters relating to general application thereof. The Oversight Committee can also consider and examine other representations / issues as deemed fit.
2. The Oversight Committee can call the concerned officers involved in the representation(s) and examine in detail along with the related documents, if any, to recommend and arrive at a suitable amicable solution to the Institute.
3. The Oversight Committee shall, after the matter is heard and suitable recommendations are made, refer the representation / grievance along with its recommendation to the Director for a final decision and disposal.
4. The Oversight Committee shall take up the representations received, deal with it and submit its recommendations preferably within three weeks. The proceedings will be held in a transparent manner giving fair opportunity to the officers involved to explain their viewpoints.
5. The Oversight Committee, will meet at least once in a month to address such issues and submit a monthly report to the Director including a 'Nil' report, as applicable in particular month.
6. If the representations / complaints are found to be false by the Oversight Committee, then a suitable disciplinary action can also be suggested by the committee against the concerned officers.



7. The administration / establishment through its concerned Branch Officers will extend necessary support to the Oversight Committee for verification of administrative or establishment matters / facts, documents etc., if any required.
8. Direct representation to the Member / Chairman of the Statutory Committees or to MHRD shall be avoided in view of the existing guidelines on the subject and the matter may be addressed at the Institute level by the above said Oversight Committee.
9. In the event any representation or recommendation thereon needs further discussion or a referral to the Board of Governors, it will be first placed before the Grievance Committee of the Board of Governors as per the existing guidelines.

**Annual Report:** The committee will submit its annual report by 30<sup>th</sup> June each year.

Handwritten signature in black ink, followed by the date 12/9/14 written below it.

सहायक कुलसचिव (समन्वय)/Assistant Registrar(CDN)