

IMMEDIATE

F. No. JS/DSIR/1/2021
Government of India
Ministry of Science & Technology
Department of Scientific & Industrial Research

Date: 15.12.2021

ORDER

The Secretary, DSIR has been pleased to allocate/reallocate/redistribute the work among officers in DSIR for smooth running of the departmental activities and processes, as under:

Programme Division/ Activity/ Group	Division/ Group Head	Scientists	Administrative/ Technical Officers	Technical/ Supporting Staff
Administration Audit, matters & India code portal, departmental Policy matters, Cabinet matters, Legal matters, EFC/SFC of other departments, Grievance and all other related matters, DSIR- SAP (Swachhta Action Plan) any other related matters etc.	Shri Surinder Pal Singh, JS Link Officer: Shri Chetan Prakash Jain, JS&FA	Shri B N Sarkar, Sc G, (HoD) Link Officer: Dr. Sujata Chaklanobis, Sc G	Shri SSP Sinha, US Shri Jai Prakash, SO Shri Jagdish Singh, SO	Shri Sumit, ASO Shri Madan Mohan Singh, ASO Ms. Neijalhing Nancy, ASO Shri K K Khatri, PS Shri Ramdeo Nayak, PS
Parliamentary Matters including questions & Standing Committee on S&T.		Ms. Kamini Mishra, Sc F & Dr. Deepika Rohatgi, Scientist E (Parliamentary Matters including questions & Standing Committee on S&T)		
Official Language			Shri Ananda Bhoi, DD (OL) Ms Neelam Devi, STO	



ITeG, RTI, DBT and NRDC matters	Shri Vimal Kumar Varun, Sc F Link Officer: Shri Pratap Singh, Sc E	Shri Pratap Singh, Sc E (Member Secretary) Dr DR Das, Sc D Dr. Suman Mazumdar, Sc D		Shri Mithun Pal Singh, Steno D
Integrated Finance Department Detailed demand for grants, Budget, any other related matters etc.	Shri Chetan Prakash Jain, JS&FA Link Officer: Shri Surinder Pal Singh, JS		Shri Bhanu Surinder, Director Ms Arunima K Sinha, DS Mr. Anwar Alam, US	Shri S A Rahman, ASO, Shri Akash Garg, ASO
BIRD-crf (CRTDH), PACE, A2K+, TDUPW, IMPRINT, New scheme formulation, scheme related Policy matters, Cabinet matters, Legal matters, EFC/SFC, RTI, Grievance and other related matters	Dr. Sujata Chaklanobis, Sc G Link Officer : Dr. VC Shukla, Sc F	Dr. VC Shukla, Sc F [Member Secretary, BIRD-crf (CRTDH), PACE, A2K+ events etc.] Dr. Vandana Kalia, Sc E (Member Secretary, IMPRINT, A2K+ studies) Dr. Ramesh Golla, Sc E Dr. Ranjeet Bairwa, Sc E Dr. MS Shashi Kumar, Sc E Dr. Suman Mazumdar, Sc D Dr. Kailash C Petkar, Sc C	Shri Naveen Chand, JA (T)	Shri Rajesh Pathak, JTA Shri Kishan Singh, ASO
CEL, CDC, Fiscal Incentives (35 2AB), Rule 5 (2), court cases, any other related matters etc.	Shri B N Sarkar, Sc G Link Officer Shri N K Gupta, Sc F	Shri N K Gupta, Sc F (Member Secretary) Shri Pratap Singh, Sc E Dr. Tripta Garg, Sc E		Ms. Saroj Ravi Girota, PPS Ms. Sapna Sadhwani, PS Anil Kumar, Steno D

		<p>Dr. M S Shashi Kumar, Sc E</p> <p>Dr. D R Das, Sc D</p> <p>Dr. Anil Kumar, Sc C</p> <p>Sh.Purushottam Kumar, Sc C</p> <p>Shri N K Gupta, Sc F (CEL & CDC)</p> <p>Dr. Anoop Singh, Sc D (CEL & CDC)</p>		
Inter-Ministerial, PMO, NITI Ayog functions, CSIR & AcSIR matters, RTI-First Appellate Authority (FAA), Monthly Report, Annual Report any other related matters etc.	<p>Ms. Kamini Mishra, Sc F</p> <p>Link Officer: Shri N K Gupta Sc F</p>	<p>Shri N K Gupta, Sc F (Member Secretary)</p> <p>Dr. Deepika Rohatgi, Scientist E</p> <p>Dr. Ramesh Golla, Sc E</p>		Smt. Shashikala Srinivasan, PS
RDI	<p>Dr. P K Dutta, Sc F</p> <p>Link Officer for RDI: Dr Ramanuj Banerjee, Sc F</p> <p>Link Officer for SIRO: Shri Vinay Kumar, Sc F</p>	<p>Dr. Ramanuj Banerjee, Sc F (Member Secretary)</p> <p>Shri Purushottum Kumar, Sc C (Fresh Cases)</p> <p>Dr. S P Verma, Sc C (Fresh Cases)</p> <p>Dr. Sarika Madan, Sc E (Renewal Cases)</p> <p>Dr. Anil Kumar, Sc C (Renewal Cases)</p>		<p>Shri Sanjay Kapoor, PPS</p> <p>Shri Krishan Kant Sharma, Steno D</p> <p>Shri CP Sharma, JTA</p>
SIRO		<p>Shri Vinay Kumar, Sc F (Member Secretary)</p> <p>Dr. Tripta Garg,</p>		Shri Kotaiah Mogili, JTA

		Sc E Dr. Anoop Singh, Sc D		
PFRI	Ms. Kamini Mishra, Sc F Link Officer: Dr Rajesh Kumar, Sc E	Dr. Rajesh Kumar, Sc E (Member Secretary) Dr. Deepika Rohatgi, Scientist E		Shri N K Dua, PPS
PRISM	Dr. PK Dutta, Sc F Link Officer: Dr Ramanuj Banerjee, Sc F	Dr. Ramanuj Banerjee, Sc F (Member Secretary) Dr. Rajesh Kumar, Sc E Dr. Sarika Madan, Sc E Sh. Purushottam Kumar, Sc C Dr. Anil Kumar, Sc C Dr. S P Verma, Sc C	Shri R C Joshi, JA (T)	
APCTT	Shri Surinder Pal Singh, JS	Dr. Ramanuj Banerjee, Sc F		Shri P.R. Hariharan, JTA
Vigilance	Dr. PK Dutta, Sc F		D C Sharma, US	Shri Puneet Gupta, ASO Shri Manoj Kumar, Steno D

2. In the absence of Divisional/ Group Head /HoD, the link officer will look after the work of Division/Group Head/ HoD
3. The submission of files to the Competent Authority from programme division should be routed through Member Secretary & Group Head.
4. Power related to signing on certificates is delegated to Group Heads subject to approval of Competent / Prescribing Authority.
5. The Competent / Prescribing Authority for approval Fiscal Incentives (FI) cases will remain with the Secretary, DSIR
6. The Competent / Prescribing Authority for approval of IRDPP (RDI, SIRO, PRFI) Recognition, Registration, Renewal and approval of all projects upto Rs. 1.0 crore (which includes financial supports to outreach centres also), acceptance of all Project



completion report, project extension, project foreclosure etc. are delegated to the Group Heads.

7. Group Head will be reviewing officer and Member Secretary / HoD will be reporting officer for every officers & staffs in the group. Member Secretary/ HoD will report to Group Head. Group Head will create Secretariat accordingly.
8. Group Head will approve tour, leave & other matters of the officers & staffs working in the group. The application should be routed through Member Secretary / HoD of the group.
9. Group Head will approve TA/DA and honorarium to expert members of Committees
10. HoD, DSIR will be the signing authority for Requisition of flight Tickets.
11. Group Head, ITeG with his team will implement DSIR-online process for smooth implementation of work at earliest. Other group Heads will render cooperation.
12. Monthly meeting will be organized by all groups to review and monitoring of divisional activities. The minutes of the meeting may be submitted to Secretary, DSIR.
13. The Committees related to different programmes may be reconstituted time to time wherever necessary, subject to approval of the Secretary, DSIR.
14. HoD, DSIR will reallocate all MTS groupwise in line with this order and based on nature and volume of work.
15. HoD will ensure timely promotion of departmental officers and staffs, infrastructure facilitation and other related issues for smooth running of official activities.
16. The order will come into force with immediate effect and supercedes all previous orders.

(Surinder Pal Singh)
Joint Secretary

All Officers & Staffs concerned

Copy to :

Office of Secretary, DSIR