



भाकृअनुप-राष्ट्रीय डेरी अनुसंधान संस्थान(मानद् विश्वविद्यालय)  
ICAR-National Dairy Research Institute (Deemed University)



करनाल, हरियाणा (भारत). पिन-132001.  
Karnal, Haryana (India). PIN-132001

( स्थापना अनुभाग-एक / Establishment Section-I )

F. No. 12-106/11/E-I(S)- 1024-1034

Dated: 17 October, 2022

**OFFICE ORDER**

In supersession to office orders issued earlier, the Director, ICAR-NDRI, Karnal has been pleased to entrust the responsibilities of CPIO & Appellate Authority under section 5(1) of RTI Act, 2005 to the following Officers in addition to their own duties without any extra remuneration until further orders.

Sr. No.	Subject Matters	Designation of the CPIO	Name of officer occupying/Designated to the post on date	Designation of the appellate authority	Name of the appellate authority occupying/ designated to the post on date
1.	All matters pertaining to Establishment Sections (E-I,II,III,IV) dealing with service matters of the employees	SAO	Sh. Gajanand Yadav	CAO(SG)	Sh. K.L. Meena
2.	All matters pertaining to pension	Sr. F&AO	Sh. Jagdish Chander	Comptroller	Sh. Avesh Yadav
3.	All matters pertaining to E-V including works, APAR cum Disciplinary Cell	CAO	Sh. Dinesh Nagpal	CAO(SG)	Sh. K.L. Meena
4.	All procurement matters dealt by Purchase Section	Sr. A.O. (P)	Sh. Ravinder	CAO(SG)	Sh. K.L. Meena
5.	All Technical matters including related to research, extension & training etc.	ACTO	Sh. Braj Kishor	Principal Scientist	Dr. K. Ponnusamy
6.	All matters pertaining to academic activities of the Institute including University Office	Academic Coordinator	Dr. Nitin Tyagi	JD(A) cum Sr.Registrar	Sh.B.D. Phansal
7.	All matters pertaining to Cash & Bill sections (I,II & III)	SAO	Sh. Ram Niwas Panchal	CAO(SG)	Sh. K.L. Meena

It is also informed that the link officers who have been assigned the responsibilities of other officer due to leave, tour, training etc. will also deal with the applications received from the particular functional area of the officer concerned under RTI Act as deemed PIO or Appellate authorities.

(B.D. Phansal)

Joint Director(Admn.) cum Sr. Registrar

17/10/2022  
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Hindi version shall follow.

**Distribution:-**

1. All concerned Officers.
2. Dr. Ravinder Malhotra, PS & Nodal Officer RTI-MIS Portal, ICAR-NDRI, Karnal with the request to provide the Login ID & Password to the concerned CPIOs & Appellate authorities please.
3. The Joint Director (Academic), ICAR-NDRI, Karnal.
4. The Joint Director (Research), ICAR-NDRI, Karnal.
5. The Jt.Dir.(Admn.) cum Sr. Registrar, ICAR-NDRI, Karnal.
6. The Comptroller, ICAR-NDRI, Karnal.
7. The Head, SRS of ICAR-NDRI, Bengaluru.
8. The Head, ERS of ICAR-NDRI, Kalyani.
9. All Heads/Incharges of Divisions/Sections, ICAR-NDRI, Karnal.
10. Transparency Officer, ICAR-NDRI, Karnal.
11. The CAO (SG)/CAOs/SAOs/AOs/AAOs ICAR-NDRI, Karnal.
12. PS to the Director, ICAR-NDRI, Karnal for kind information of the Director.
13. The DDO, C&B-I&II, ICAR-NDRI, Karnal.
14. Incharge Computer Centre for uploading the same on e-office notice board and Institute's Website.
15. Personal files of concerned Officers.