ICAR-CENTRAL INSTITUTE OF POST HARVEST ENGINEERING & TECHNOLOGY PO: PAU, LUDHIANA-141004 (PUNJAB)

F.No. 9(61)/2021-Cdn./ 54

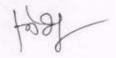
Dated: 02.05.2023

OFFICE ORDER

In supersession of all the pervious orders, the Competent Authority has been pleased to constitute the following **committees** and **In-Charge of different Section/Units/Work** for the year **2023-2024** at ICAR-CIPHET, Ludhiana with immediate effect till further orders.

Committees:-

| Sr. No. | Name of Committee | Designations | New Committee |
|------------|---|--------------------------|---|
| 1a | Specification Review Committee (SRC)-I Reviewing cases for purchase of equipment/ | Chairperson | Dr. Manju Bala, Pr. Scientist & Acting Head FG&OP Division |
| | | Alternate Chairperson | Dr. Sandeep Mann, Pr. Scientist & Acting PC (PEASEM) & I/c PME |
| | instrument/ tools etc. not | Member | Dr. Vikas Kumar, Scientist |
| | covered under scope of | Member | Dr. Swati Sethi, Scientist |
| | SRC-II; each costing more | Member | Dr. Shaghaf, Scientist |
| | than Rs. 50,000/ The scope will be reviewing the technical specifications indicated in the indent, matching the specifications with indicated need/ justification, ensuring that the specifications are generalized. The committee may suggest alternative and suitable specifications over the indented ones and also reflect upon the estimated cost vis-à-vis specifications & quantity. In case the item is of proprietary nature the committee will justify the need and recommend | Member Secretary | Indenter |
| 1b | accordingly. Specification Review Committee (SRC)-II/ This committee will look after procurement of workshop machines/ tools/ | Chairperson | Dr. Sandeep Mann, Pr. Scientist & Acting PC (PEASEM) & I/c PME |
| | | Alternate Chairperson | Dr. Manju Bala, Pr. Scientist & Acting Head FG&OP Division |
| | consumables/ field farm | Member | Dr. BM Ghodki, Sci. |
| | equipment/ pilot plants/ | Member | Dr. SP Dawange, Sci. |
| | outsourcing of fabrication/ | Member | Er, Th. Sunita Devi, Sci. |



| Sr. No. | Name of Committee | Designations | New Committee |
|------------|---|---|--|
| No. | IT and office equipment/ furniture for case of purchase costing more than Rs. 50,000/ The scope will be reviewing the technical specifications indicated in the indent, matching the specifications with indicated need/ justification, ensuring that the specifications are generalized. The committee may suggest alternative and suitable specifications over the indented ones and also reflect upon the estimated cost vis-à-vis specifications & quantity. In case the item is of proprietary nature the committee will justify the need and recommend accordingly. | Member Secretary | Indenter |
| 2. | Tender Opening Committee (TOC) Opening of online/ offline tenders, signing the documents (CPPP, GeM cases) (Meeting to be held in physical mode only) | Alternate Chairperson Member Member Member Member | Dr. Ranjeet Singh, Pr. Scientist & Acting Head A&ST Division Dr. Deepika Goswami, Sr. Sci. Dr. Poonam, Scientist Sh. Ravi Prakash, Scientist FAO CAO |
| 3. | Tender Evaluation Committee (TEC) To scrutinize received tenders on administrative & technical grounds, i.e. on account of technical specifications as well as the terms and conditions of the tender. Recommend suitably for further evaluation by the PAC. | Chairperson Alternate Chairperson Member Member Member Member Member Secretary | Dr. R.K. Singh, Pr. Scientist, ToT Dr. Ranjeet Singh, Pr. Scientist, & I/c. Head, AST Dr. Rahul K Anurag, Sr.Sci. Dr. Pankaj Kumar, Scientist FAO Indenter CAO |

| Purchase Advisory Committee (PAC) | Chairperson | Dr. R.K. Vishwakarma, Pr. Scientist & Acting PC (PHET) |
|--|--|--|
| the TEC, evaluate the financial bids, ascertain the reasonableness of rate, quality | Alternate Chairperson | Dr. Sandeep Mann, Pr. Scientist & Acting PC (PEASEM) & I/c PME |
| | Member | Dr. Armaan U Muzaddadi, PS & I/c. Head, ToT |
| | Member | Dr. Chandan Solanki, Scientist |
| | Member | FAO |
| same in accordance with the provisions of GFR-2017. | Member Secretary | CAO |
| Local Purchase Committee (LPC) Survey the market to ascertain the reasonability of rates, quality and specifications, identify the | Chairperson | Any PS Proposed by concerned division/ AICRP/ CRP/ section/ unit head/ project |
| | Alternate | |
| | Chairperson | |
| accordance with the provisions of Rule No. 155 of GFR-2017. | Member | One scientist from other division/ AICRP/ CRP/ section/ unit head/ project |
| | Member | FAO or nominee |
| | Member | Indenter |
| propose a committee in accordance with structure given herein. The administration will then get the committee approved by CA for each case. | Member Secretary | CAO |
| SCSP Committee To identify and propose programmes to be conducted and items to be procured (capital as well as revenue) under SCSP scheme, and scrutinize the indents on account of suitability, justifications and programme to be | Chairperson | Dr. Ranjeet Singh, Pr. Scientist & Acting Head A&ST Division |
| | Alternate | Dr. Armaan Ullah Muzaddadi, |
| | A STATE OF THE PARTY OF THE PAR | Pr. Scientist & Acting Head TOT |
| | Member | Nodal Officer SCSP, Ludhiana |
| | Member | Nodal Officer SCSP, Abohar |
| | Member | Dr. K. Bembem, Scientist |
| | Member | FAO |
| Specification Review Committee. The indents would be raised either by the nodal officer of the SCSP progamme at Ludhiana / Abohar OR the coordinator of specific programme, if any. | Member Secretary | CAO |
| | To scrutinize recommendations of the TEC, evaluate the financial bids, ascertain the reasonableness of rate, quality and specifications, identify the suitable bid and recommend the same in accordance with the provisions of GFR-2017. Local Purchase Committee (LPC) Survey the market to ascertain the reasonability of rates, quality and specifications, identify the appropriate supplier and recommend the same in accordance with the provisions of Rule No. 155 of GFR-2017. The Head of Division/ PC/ LCPC/ Section In-charge/ PI from where the indent has been generated will propose a committee in accordance with structure given herein. The administration will then get the committee approved by CA for each case. SCSP Committee To identify and propose programmes to be conducted and items to be procured (capital as well as revenue) under SCSP scheme, and scrutinize the indents on account of suitability, justifications and programme to be conducted, before sending to Specification Review Committee. The indents would be raised either by the nodal officer of the SCSP progamme at Ludhiana / Abohar OR the coordinator of specific | (PAC) To scrutinize recommendations of the TEC, evaluate the financial bids, ascertain the reasonableness of rate, quality and specifications, identify the suitable bid and recommend the same in accordance with the provisions of GFR-2017. Local Purchase Committee (LPC) Survey the market to ascertain the reasonability of rates, quality and specifications, identify the appropriate supplier and recommend the same in accordance with the provisions of Rule No. 155 of GFR-2017. The Head of Division/ PC/ LCPC/Section In-charge/ PI from where the indent has been generated will propose a committee in accordance with structure given herein. The administration will then get the committee approved by CA for each case. SCSP Committee To identify and propose programmes to be conducted and items to be procured (capital as well as revenue) under SCSP scheme, and scrutinize the indents on account of suitability, justifications and programme to be conducted, before sending to Specification Review Committee. The indents would be raised either by the nodal officer of the SCSP progamme at Ludhiana / Abohar OR the coordinator of specific |



| 7. | Repair & Maintenance Committee (RMC)/ Proprietary item committee | Chairperson | Dr. Sandeep Mann, PS & I/c PC-PEASEM |
|----|--|--------------------------|---|
| | (For repairing & AMC of | Member | Mrs. Surya, Scientist |
| | equipments worth Rs. 5.00 lakh & | Member | Dr. Dritiman Saha, Scientist |
| | above and estimated cost of repair | Member | FAO |
| | is more than Rs. 25,000/-) IN case the repair is proposed to be performed through single bid, justification for the same would be justified by the committee and recommended in accordance with provision of GFR-166 | Member Secretary | CAO |
| 8. | Condemnation Committee (To recommend condemnation of capital assets, fabricated | Chairperson | Dr. Armaan Ullah Muzaddadi, Pr. Scientist & Acting Head TOT |
| | equipment, and other scrap items/ materials, etc. as per the | Alternate Chairperson | Dr. Rahul K. Anurag, Sr. Scientist |
| | provisions of GFR) | Member | Dr. Pankaj Kumar, Scientist |
| | p. straining of Of Try | Member | Dr. Sandeep P Dawange, Scientist |
| | | Member | FAO |
| | | Member Secretary | CAO |
|). | Auction Committee | Chairperson | Dr. RK Sigh, PS, ToT |
| | (To oversee the process for | Member | Dr. Leena Kumari, Scientist |
| | disposal of condemned capital | Member | Dr. Swati Sethi, Scientist |
| | assets, fabricated equipment, and | Member | FAO |
| | other scrap items/ materials, etc. as per the provisions of GFR) | Member Secretary | CAO |
| 0. | Farm & APC Produce Price Fixation Committee | Chairperson | Head ToT |
| | - 04 | Member | I/c EMS |
| | (To recommend appropriate price | Member | FAO |
| | for sale of institute produce | Member | Indenter |
| | considering the volume, prevailing market prices and USP of the product) | Member Secretary | CAO |
| 1. | WM Committee, Ludhiana To recommend following: | Chairperson | Dr. R.K. Vishwakarma, Pr. Scientist & Acting PC (PHET) |
| | Award of work contracts; | Alternate | Dr. Manju Bala, Pr. Scientist & |
| | Planning of works | Chairperson | Acting Head FG&OP Division |
| | according to EFC & Master | Member | Mrs. Surya, Scientist |
| | plan | Member | Dr. Chandan Solanki, Scientist |
| | Supervision of works | Member | CAO |
| | | Member | FAO |
| | awarded through contracts and follow-up, if any. | Member Secretary | I/c. Estate Management Section CIPHET, Ldh. |
| 2. | Library Advisory Committee | Chairperson | Director |
| | | Member | Dr. Deepika Goswami, Sr.Sci. |



| | (As defined in ICAR guidelines) | Member | Dr. Surya, Sci. |
|------|---|----------------------------|---|
| | | Member | Dr. Vikas Kumar, Scientist |
| | | Member | Dr. Bidyalaxmi Devi, Scientist |
| | | Member | Dr. T Sunita Devi, Sci. |
| | | Member | I/c. PME Cell |
| | | Member | CAO |
| | | Member | FAO |
| | | Member | I/c Library |
| | | Secretary | iio ziorary |
| 13. | Higher Education Committee | Chairperson | Dr. S.K. Tyagi, Pr. Scientist |
| | (As per ICAR and Gol Guidelines) | Member | Dr. Sandeep Mann, Pr. Scientis & Acting PC (PEASEM) & I/c PME |
| | | Member | Dr. Arman Ullah Muzaddadi, Pr. Sci. & Acting Head TOT Division |
| | | Member Secretary | CAO |
| 14. | Publications Committee | Chairperson | Dr. R.K. Singh, PS |
| | (To act as per ICAR guidelines) | Alternative Chairperson | Dr. SK Tyagi, PS |
| | | Member | Dr. Bidyalakshmi, Scientist AS&EC Division |
| | | Member | Dr. Pankaj Kumar, Sci. FGOP |
| | | Member | Dr. Renu Balakrishnan, Sci. |
| | | Member Secretary | I/c. PME or nominee |
| 15. | House Allotment Committee (As per ICAR and Gol Guidelines) | Chairperson | Dr. RC Kasana, PS & Acting Head AS&EC Division |
| | | Member | FAO |
| | | Member | I/c. EMS |
| | | Member | Secretary, IJSC (Staff Side) |
| | | Member Secretary | Sh. Kunwar Singh, AAO (Estt) |
| 16. | Institute Technology Management | Chairperson | Director, CIPHET |
| 2.00 | Committee (As per ICAR Guidelines) | Member | Head AS&EC Divn |
| | | Member | Head FG&OP Divn |
| | | Member | Head TOT Divn. |
| | | Member | Head AST Divn |
| | | Member | Head HCP |
| | | Member | Technical Expert- Dr. Deepika Goswami, Sr. Scientist |
| | | Member | Technical Expert-Dr. R.K. Vishwakarma, Pr. Sci. & Acting PC (PHET) |
| | | Member | Technical Expert- Dr. Swati Sethi, Sci. FG&OP Division |
| | | Addl. Member (Outside) | IPR Expert- Dr. Ramesh Kumar, Pr. Sci. & I/c ITMU ICAR-IIMR, Ludhiana |
| | | Member | Member Secretary, IRC (I/c PME) |
| | | Member | PI, ABI |



| | | Member Secretary | Officer In-charge, ITMU |
|-----|---|---------------------------------------|--|
| 17. | Foreign Deputation Committee (As per ICAR Guidelines and | Chairperson | Dr. RC Kasana, Pr. Sci. & Acting Head AS&EC Division |
| | provisions given in the DARE- ICAR FOREIGN VISIT | Member | Dr. Deepika Goswami, Sr Sci., FGOP |
| | MANAGEMENT SYSTEM portal) | Member | I/c. PME |
| | in in to Emert of or Emportary | Member Secretary | CAO |
| 18. | Agricultural Technology Foresight | Chairperson | Director |
| | Centre (ATFC) | Member | Heads of all Divisions & PCs |
| | | Member | Dr. R.C. Kasana, Pr. Scientist & Acting Head AS&EC Division |
| | | Member | Dr. Shaghaf, Scientist |
| | | Nodal Officer/ Member Secretary | I/c. PME |
| 19. | Files weeding-out committee | Chairperson | Dr. Ranjeet Singh, Pr. Sci. & Acting Head A&ST Division |
| | | Member | Dr. Pankaj Kumar, Sci. |
| | | Member | F&AO |
| | | Nodal Officer/ Member Secretary | SAO |
| 20. | Disposal of laboratory chemicals and consumable | Chairperson | Dr. RC Kasana, Pr. Sci. & Acting Head AS&EC Division |
| | | Member | Dr. Swati Sethi, Sci. |
| | | Member | Dr. Vikas Kumar, Sci. |
| | | Member . Secretary | I/c. Central Stores |



In-charge of various Section/Units/Work:-

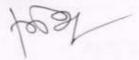
| Sr. No. | Section/Unit/Work | In-Charge/ Alternate In-Charge | Name of New In-charge/ Alternative In- Charge |
|------------|---|---|--|
| 1. | Estate Management Section (files to be routed | I/c Estate Management Section | Dr. Bhupendra M. Ghodki, Sci. |
| | | Alternate In-Charge | Dr. Guru PN, Scientist |
| | through CAO) | Alternate In-Charge | Dr. Dhritiman Saha, Scientist |
| 2. | ITMU | I/c ITMU | Dr. Renu Balakrishanan, Scientist |
| | | Alternate In-Charge | Dr. Ranjeet Singh, Sr. Scientist & Acting Head A&ST Division |
| 3. | ABI | PI, ABI | Dr. Ranjeet Singh, Pr. Scientist & Acting Head A&ST Division |
| ** | | Co-PI | Dr. Renu Balakrishanan, Scientist Dr. Vikas Kumar, Scientist |
| 4. | RFD | Nodal Officer RFD | I/c. PME |
| 5. | AKMU | I/c AKMU | Dr. Leena Kumari |
| 08 I | | Alternate In-Charge | Dr. Shaghaf Kaukab, Sci. |
| 6. | Head of | CAO | Sh. R.C. Meena, CAO |
| | Administration / Head of Office | I/c. CAO | Dr. Manju Bala, Pr. Sci. & Acting Head FG&OP Division |
| | | Alternate In-Charge | Dr. Rahul Kumar Anurag, Sr. Sci |
| 7. | Head of Finance | FAO | Sh. Permod Sharma |
| | | Alternate In-Charge | Dr. Swati Sethi, Scientist |
| | | Alternate In-Charge | Dr. Bidyalaxmi, Scientist |
| | | Alternate In-Charge | Dr. Deepika Goswami, Sr. Scientist |
| 8. | PERMISNET | Nodal Officer PERMISNET | Sh. Kunwar Singh (AAO) |
| 9. | SCSP | Nodal Officer, SCSP | Dr. Rahul Kumar Anurag, Sr. Sci. (SS) |
| | | Co-Nodal Officer, SCSP | Dr. Vikas Kumar, Sci. |
| 10. | Online ASRB Exam Centre & Video | Nodal Officer, (Online Exam) & Video | I/c. AKMU |
| | Conferencing System | Conferencing System | |
| 11. | Swachh Bharat Abhiyan | Nodal Officer, Swachh Bharat Abhiyan | Dr. Pankaj Kumar, Scientist |
| 12. | Institute Hindi | Nodal Officer | Dr. Th Sunita Devi, Sci. |
| - | Activity Record संस्थान हिंदी गतिविधि रिकॉर्ड | नोडल अधिकारी | |
| 13. | PMIS/ PMS | Nodal officer, PMIS | Head of Office |
| 14. | PFMS | Nodal Officer, PFMS | Sh. Permod Sharma (F&AO) |
| 15. | CPPP | Nodal Officer, CPPP | CAO |



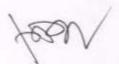
| Sr. No. | Section/Unit/Work | In-Charge/ Alternate In-Charge | Name of New In-charge/ Alternative In- Charge |
|------------|-------------------|--|---|
| 16. | CPGRAMS | Nodal Officer CPGRAMS | Sh. Ram Chand (PPS) & Nodal Officer (Admin.) Dr. Renu Balakrishnan, Sci. & Nodal Officer (Technical) |
| 17. | MIS-FMS (ERP) | Nodal Officer, MIS-FMS (ERP) | I/c AKMU |
| 18. | E-office | Administrator e-office | Sh. Kunwar Singh, AAO |
| | | Alternate Administrator cum Master Trainers (E-office) | Sh. Tarsem Singh Purba, Assistant |
| 19. | RTI | Nodal Officer, RTI | Sh. R.C. Meena, CAO |
| 20. | RTI | CPIO (Scientific & Technical) | Dr. Leena Kumar, Scientist, AST Division |
| 21. | RTI | CPIO (Administration & General Matter) | Sh. R.C. Meena |
| 22. | RTI | CPIO (Audit & Account Finance) | Sh. Permod Sharma, (F&AO) |
| 23. | RTI | CPIO (Scientific, Technical, Finance, Administration at ICAR- CIPHET, Abohar) | Dr. Ramesh Kumar, Pr. Scientist & Acting Head HCP Division, Abohar |
| 24. | RTI | Transparency Officer | Dr. Surya, Scientist |
| 25. | Liaison Officer | Liaison Officer (SC/ST)/ PWD/ Ex- Servicemen | Dr. Dhritiman Saha, Scientist |
| 26. | Liaison Officer | OBC | Dr. Deepika Goswami, Sr. Scientist |
| 27. | Liaison Officer | EWS | Dr. Guru, PN, Sci. |
| 28. | GeM | Consignee | I/c. Central Stores |
| 29. | GeM | Primary User | Dr. Sandeep Mann, Pr. Scientist & Acting PC (PEASEM) & I/c PME |
| | Cash & Bill (C&B) | DDO | Sh. Avtar Singh, AAO |
| 30. | | Alternative In-charge | Sh. Kunwar Singh, AAO |
| | | Alternative In-charge | Dr. Deepika Goswami, Sr. Sci. |
| | | Alternative In-charge | Mr. Vikas Kumar, Scientist |
| | Vehicle | I/c Vehicle | Sh. Kunwar Singh, AAO |
| 31. | | Alternate In-Charge | Sh. Vishal Kumar, T.O. |
| 2020 | Library | I/c Library | Dr. Swati Sethi, Sci. |
| 32. | | Alternate In-Charge | Dr. Thongam Sunita Devi, Scientist |
| 33. | Workshop | I/c Workshop | Dr. Chandan Solanki, Scientist, FGOP |
| | | Alternate In-Charge | Dr. Bidyalakshmi, Scientist AS&EC |
| | Guest House | I/c Guest House | Sh. Kunwar Singh, AAO |
| 34. | | Alternate In-Charge | Sh. Vishal Kumar, T.O. |



| Sr. No. | Section/Unit/Work | In-Charge/ Alternate In-Charge | Name of New In-charge/ Alternative In- Charge |
|------------|---|--|--|
| | Security | I/c Security | Sh. Vishal Kumar, T.O. |
| 35. | | Alternate In-Charge | Sh. Ram Chand, PPS |
| | Institute Seminar | I/c Inst tute Seminar | Dr. Pankaj Kumar, Sci. |
| 36. | | Alternate In-Charge | Dr. Renu Balakrishnan, Sci. |
| 37. | PME | I/c PME | Dr. Sandeep Mann, Pr. Scientist & Acting PC (PEASEM) & I/c PME |
| | | Alternate In-Charge | Dr. Guru P.N., Scientist |
| | | Alternate In-Charge | Dr. Dhritiman Saha, Scientist |
| 38. | FTL | I/c FTL | Dr. Rahul Kumar Anurag, Sr. Scientist |
| | | Alternative In-charge | Ms. Surya, Scientist |
| | | Technical Manager (Biochemistry &Calculation of Measurement Uncertainty) | Dr. Poonam, Scientist |
| | | Technical Manager (For all other issues) | Dr. Vikas Kumar, Scientist |
| 39. | Departmental Record Office (DRO) | I/c DRO | Sh. Kunwar Singh (AAO) |
| 40. | Rights of Persons with Disabilities | Grievance Redressal Officer, Rights of Persons with Disabilities | Dr. Renu Balakrishnan, Sci. |
| 41. | Central Store | I/c Central Store | CAO |
| 42. | Purchase Section -I | I/c Purchase-I | C.A.O. |
| | Purchase Section –II (Projects, AICRP,CRP Purchase) | I/c Purchase-II | C.A.O. |
| 43. | Establishment | I/c Establishment | Sh. Kunwar Singh, AAO |
| 44. | Receipt & Dispatch | I/c Receipt & Dispatch | Sh. Kunwar Singh, AAO |
| 45. | APC (Agro Processing Centre) | I/c APC | Dr. Dawange Sandeep Popatrao, Scientist |
| | | Alternative I/c APC | Dr. Khwairakpam Bembem, Scientist |
| 46. | राजभाषा प्रकोष्ठ | प्रभारी राजभाषा प्रकोष्ठ | श्री. विकास कुमार, वैज्ञानिक |
| 47. | त्रैमासिक हिन्दी कार्यशाला आयोजन समिति | कर्तव्यस्थ अधिकारी | श्री. विकास कुमार, वैज्ञानिक |
| 48. | Institute Sports Promotions Committee | Chairperson | Dr. Khwairakpam Bembem, Scientist |
| | | Alternative Chairperson | Dr. Thingujam Bidyalakshmi Devi, Scientist |
| | | Member | Sh. Kunwar Singh, AAO |
| | | Member Secretary | Mrs. Sunita Rana, UDC |
| 49. | Gender Budget Cell | Nodal Officer | Dr. Deepika Goswami, Sr. Scientist |
| 50. | ICAR-ARMS | Nodal Officer | I/c. PME |



| No. | Section/Unit/Work | In-Charge/ Alternate In-Charge | Name of New In-charge/ Alternative In- Charge |
|-----|---|-----------------------------------|--|
| 51. | महिला प्रकोष्ठ (Women Cell) महिला कार्मिकों की भलाई देखने एवं इस हेतु उचित सुझाव देने हेतु | समिति | डॉ. टीपिका गोरवामी, चरिष्ठ वैज्ञानिक डॉ. टी सुनीता देवी, वैज्ञानिक श्रीमती प्रज्ञा सिंह, तकनिकी सहायक श्रीमती जसवीर कौर, सहायक- सदस्य सचिव |
| 52. | राजभाषा कार्यान्क्यन समिति | समिति | निरंशक डॉ. आर.के. सिंह, प्रधान वैज्ञानिक डॉ. डॉ. के बेम्बेम, वैज्ञानिक मुरुय प्रशासनिक अधिकारी वित्त एवं लेखा अधिकारी प्रभारी राजभाषा प्रकोष्ठ - सदस्य सविव |
| 53. | Women Complaint Committee for Sexual Harassment of women at workplace | Chairperson & Members | Dr. Manju Bala, Pr, Sci. & Acting Head FG&OP Division Mrs. Surya, Sci Member Dr. Poonam Sachdeva, Head, FS&T, PAU, Ludhiana – Outside member CAO – Member Secretary Valid Till 22.11.2023 or new notification, whichever is earlier. |
| 54. | CIPHET staff welfare Fund Scheme committee | Chairman & members | Dr. Manju Bala, Pr. Scientist & Acting Head (FG&OP) Dr. Rahul Kumar Anurag, SS Sh. Permod Kumar, F&AO Sh. R.C. Meena, CAO Sh. Sanjay Kumar, UDC Smt. Sunita Rana, UDC Sh. Sukhbir, SSS Sh. Kunwar Singh, AAO Valid till 27.02.2025 or new notification whichever is earlier |
| 55. | Media Management (Press note, twitter, website news, Facebook, | In-charge | Dr. Renu Balakrishnan, Scientist |
| | press conference, etc.) | Alternate In-charge | Dr. Shaghaf Kaukab, Scientist |
| | PHMETC | OIC & Testing Authority | Dr. RK Vishwakarma, Pr. Sci. |



| Sr. No. | Section/Unit/Work | In-Charge/ Alternate in-Charge | Name of New In-charge/ Alternative In- Charge |
|------------|------------------------------|-----------------------------------|--|
| | | Test Engineer | Dr. Bhupendra Ghodki, Scientist |
| | | Test Engineer | Ms. Thongam Sunita Devi, Scientist |
| 57. | Human Resource Management | Nodal Officer | Dr. Guru PN, Scientist |
| 58. | Custodian APAR | Custodian | PPS to Director |
| | | Alternate Custodian | AAO Establishment |
| 59. | Mera Gaon Mera Gourav | Nodal officer -MGMG | Head, TOT |
| 60 | EHRM | Nodal officer EHRM | Sh. RC Meena, CAO |
| | | IT manager | Smt. Sonia Rani, STA |
| | | Admin Section | Sh. Kunwar Singh, AAO |
| | | Finance Section | Sh. Tarsem Singh Purba, Asstt. |
| | | Establishment Section | Sh. Gurdayal Singh, Asstt. |

This will be in addition to their normal duties without any extra remuneration.

This issues with the approval of the Director.

(R.C.Meena) Chief Administrative Officer

Distribution:

- All concerned officers (by name).
- 2. Acting PC (PEASEM), ICAR-CIPHET, Ludhiana.
- 3. Acting PC (PHET), ICAR-CIPHET, Ludhiana.
- Acting Head (AS&EC, FG&OP, TOT, AST), ICAR-CIPHET, Ludhiana.
- 5. Acting Head (HCP)/ In-charge ICAR-CIPHET, Abohar.
- In-charge, KVK, ICAR-CIPHET, Abohar.
- In-charge PME Cell, ICAR-CIPHET, Ludhiana.
- 8. In-charge Library, ICAR-CIPHET, Ludhiana.
- 9. In-charge ITMU, ICAR-CIPHET, Ludhiana.
- 10. In-charge LCPC, ICAR-CIPHET, Ludhiana.
- 11. In-charge Workshop, ICAR-CIPHET, Ludhiana.
- 12. Head of Office, ICAR-CIPHET, Ludhiana.
- 13. F&AO, ICAR-CIPHET, Ludhiana.
- 14. DDO, ICAR-CIPHET, Ludhiana.
- 15. Vigilance Officer, ICAR-CIPHET, Ludhiana.
- 16. Administrator e-Office, ICAR-CIPHET, Ludhiana
- 17. I/c Estate Management Section, ICAR-CIPHET, Ludhiana.
- 18. I/c AKMU, ICAR-CIPHET, Ludhiana for uploading on the Institute's website.
- 19. PPS to the Director, ICAR-CIPHET, Ludhiana.
- 20. Concerned File(s) (Estt. Section-II).
- 21. Guard File [F.No. 9(39)/2016-Cdn]
