

RTI MATTER
MOST IMMEDIATE

File No.A-12034/04/2009-Admn. FSSAI
Food Safety & Standards Authority of India
(Ministry of Health and Family Welfare)
Estt. & Admn. Division

FDA Bhavan, Kotla Road, New Delhi

Dated 1st December,

2011

OFFICE ORDER

In terms of Section 5 and Section 19 of the Right to Information Act, 2005 and in supersession of earlier Orders, the following Officers are hereby designated as Central Public Information Officers (CPIOs) and Appellate Authorities (AAs) for providing information / considering appeal in respect of application preferred by person seeking information preferring appeal under RTI Act, 2005 in respect of Food Safety and Standards Authority of India:

| Sl. No. | Name of CPIO | Designation /Official Address with Telephone Numbers | Subject | Appellate Authority |
|----------------|-----------------------|--|---|--|
| 1 | Sh. K.D. Singh | Deputy Director (QA&S) , FSSAI First Floor, East Tower, NBCC Place Bhisham Pitamah Marg, Pragati Vihar, New Delhi – 110003, Ph. : 011-24360932/3 Telefax 011 - 24360935 . | a) All matters related to FSS Act, Rules / Regulations / Food Safety Policy. b) Matters related to PFA (repealed) & related matters. c) All work related to new standards and review of existing standards d) Development and review of manual of food testing procedures e) Development and review of IEC material related to food testing etc. for dissemination to general public. f) Parliament/Legal/Matters on related subjects g) Any other work allocated to Director (QA&S) not covered under the allocation of work to any other Deputy Director / Assistant Director under him declared as CPIO | Dr. Dhir Singh Director (QA&S), 3 rd floor , FDA Bhavan, Food Safety & Standards Authority of India , New Delhi – 110002, Telefax : 011-23237418 |
| 2 | Sh.R.K. Gupta | Deputy Director (Enforcement – I), FSSAI Northern Region First Floor, East Tower, NBCC Place Bhisham Pitamah Marg, Pragati Vihar, New Delhi – 110003, Telefax : 011-24360936. | a) All matters related to implementation of Central Licensing and Enforcement b) Inspections schedules c) Coordination of data in respect of food industries d) Common matters related to in Central Licensing concerning more than one Designated Officer. | |

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| | | | e) Any other work allocated to Director (Enforcement) not covered under the allocation of work to any other Deputy Director / Assistant Director under him declared as CPIO | Sh. S.S. Ghonkrokta Director (Enforcement), 3 rd floor , FDA Bhavan, Food Safety & Standards Authority of India, New Delhi – 110002, Telefax 011-23220994 |
| 3 | Sh.Sanjay Singh | Deputy Director (Establishment & Administration), Food Safety & Standards Authority of India 4 th Floor, FDA Bhavan, Kotla Road, New Delhi – 110002, Ph : 011-23237421 Fax : 23220994 | a) All establishment matters (including transferred staff) b) Matters related to appointment of Chairperson and Members of the Food Authority c) Financial Advisor of the Authority. d) Integration of staff working under various food related Orders/Acts to Food Authority e) Service Regulations f) Financial Regulations g) Vigilance Matters h) Contractual/outsourced appointments i) Library and Information Centre j) Preparation of detailed plan for creation of posts for strengthening of FSSAI HQs. /regional offices /laboratories k) Any other work allocated to Director (Surveillance) not covered under the allocation of work to any other Deputy Director / Assistant Director under him declared as CPIO | |
| 4 | Sh. Anil Mehta | Deputy Director (Codex) , Food Safety & Standards Authority of India, 3 rd Floor, FDA Bhavan, Kotla Road, New Delhi – 110002, Ph : 011-23230997, Fax : 23220994 | a) Work relating to Scientific Committee & all scientific panels b) Codex related work. c) All matters relating to WTO/SPS/TBT d) All matters relating to International Co-operation | Director (PA) , 3 rd floor , FDA Bhavan, Food Safety & Standards Authority of India , New Delhi – 110002, Ph : 011-23237439 |
| 5 | Sh.R.K. Saxena | Dy. Director (GA) Food Safety & Standards Authority of India, 3 rd Floor, FDA Bhavan, Kotla Road, New Delhi – 110002, Ph : 011-23220990 Fax : 23220994 | a) General Administration of HQs, Regional Offices/Laboratories b) Meetings of Food Authority and follow up action c) Implementation of Official Language Act. d) Staff Grievances & Welfare e) Preparation of detailed plan for office | Sh. Asim Choudhary, Director (Admn), 3 rd floor , FDA Bhavan, Food Safety & Standards Authority of India |

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| | | | accommodation and housing for FSSAI Hqs. /Regional Offices | New Delhi – 110002, Telefax : 011-23237436 |
| 6 | Shri S.C. Kathuria, | Dy. Director (PA), FSSAI Northern Region First Floor, East Tower, NBCC Place Bhisham Pitamah Marg, Pragati Vihar, New Delhi – 110003, Telefax : 011-24360934 | a) Approvals of all new Food Products b) Research & Development Studies and Surveys c) All scientific and technical matters relating to FSS Act /Rules/Regulations. d) Organic Food e) GM Foods related matters. f) Any other work allocated to Director (PA) not covered under the allocation of work to any other Deputy Director / Assistant Director under him declared as CPIO | Director (PA) , 3 rd floor , FDA Bhavan, Food Safety & Standards Authority of India New Delhi – 110002 Ph : 011-23237439 |
| 7 | Sh. D.S. Yadav | Dy. Director (Enf.-II), Food Safety & Standards Authority of India 3rd Floor, FDA Bhavan, Kotla Road, New Delhi – 110002, Fax : 23220994 | a) Co-ordination and monitoring of implementation of FSS Act with States/UTs b) Central Advisory Committee Meetings & follow up action. c) State Food Safety Schemes d) Food Safety Management Systems e) Empanelment and Accreditation of Certification Bodies f) Supply Chain Management & Street Food g) Empanelment, Accreditation and up-gradation of Food Testing Laboratories h) Misleading and false claims and advertisements i) Preparation of detailed plan for support/assistance to States/UTs for creation of enforcement structure and infrastructure facilities. j) Preparation of detailed plan for interconnecting of licensing/registration offices and laboratories and online licensing. k) Preparation of detailed plan for emergency response and rapid alert centre at States/UTs. | Sh. S.S. Ghonkrota Director (Enforcement) , 3 rd floor , FDA Bhavan, Food Safety & Standards Authority of India New Delhi – 110002 Telefax 011-23220994 |
| 8 | Sh.R.K. Sharma | Dy. Director (Communication), Food Safety & Standards Authority of India 4 th Floor, FDA Bhavan, Kotla Road, New Delhi – 110002 Fax : 011 - 23237436 | a) IEC activities, Events Management etc b) Information Technology/E-office initiatives c) Annual Report d) Preparation of detailed plan for awareness generation/IEC activities and scheme for support to States for IEC activities. | Sh. Asim Choudhary, Director (Admn), 3 rd floor , FDA Bhavan, Food Safety & Standards Authority of India |

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| | | | <p>e) Parliament/Legal/ Matters on related subjects</p> <p>f) Any other work allocated to Director (Admn) not covered under the allocation of work to any other Deputy Director / Assistant Director under him declared as CPIO</p> | <p>New Delhi – 110002,</p> <p>Telefax : 011-23237436</p> |
| 9 | Dr. (Smt.) N.C. Vaidehi, | <p>Dy. Director (IEC/Website) , Food Safety & Standards Authority of India 4th Floor, FDA Bhavan, Kotla Road, New Delhi – 110002</p> <p>Fax : 011-23237436</p> | <p>a) Development and coordination in respect of IEC material</p> <p>b) Maintenance of website.</p> <p>c) FSSAI Helpline</p> <p>d) Preparation of detailed plan for National Helpline</p> <p>e) Coordination of matters pertaining to more than one division including Parliament/Legal/RTI related matters</p> | <p>Sh. Asim Choudhary, Director (Admn), 3rd floor , FDA Bhavan, Food Safety & Standards Authority of India New Delhi – 110002,</p> <p>Telefax : 011-23237436</p> |
| 10 | Dr. J.P. Dongare | <p>Assistant Director (Training/HRD), Food Safety & Standards Authority of India 4th Floor, FDA Bhavan, Kotla Road, New Delhi – 110002</p> <p>Ph : 011-23234733</p> | <p>a) Human Resource Development & Trainings</p> <p>b) Workshops, Seminars and professional activities</p> <p>c) Curriculum Development</p> <p>d) Water Quality</p> | <p>Director (PA) , 3rd floor , FDA Bhavan, Food Safety & Standards Authority of India, New Delhi – 110002</p> <p>Telefax : 011-23237439</p> |
| 11 | Shri Adesh Mohan | <p>Assistant Director (Surveillance), Food Safety & Standards Authority of India 4th Floor, FDA Bhavan, Kotla Road, New Delhi – 110002</p> <p>Ph : 011-23234733</p> <p>Fax : 23220994</p> | <p>a) Imported Food Safety</p> <p>b) Surveillance of domestic food</p> <p>c) Traceability and Recall</p> <p>d) Rapid Alert/Food Terrorism</p> <p>e) Risk Assessment & Food Borne Diseases</p> <p>f) Preparation of detailed plan for nationwide food safety surveillance network.</p> <p>g) Preparation of detailed plan for whistle blower scheme.</p> <p>h) Common matter related to Imported Food Safety Clearance Process concerning more than one Authorized Officer.</p> | <p>Sh. S.S. Ghonkrokta Director (Enforcement) , 3rd floor , FDA Bhavan, Food Safety & Standards Authority of India New Delhi – 110002</p> <p>Telefax 011-23220994</p> |
| 12 | Dr. Shaikh Nadeem Ahmed, | <p>Assistant Director, Food Safety & Standards Authority of India 4th Floor, FDA Bhavan, Kotla Road, New Delhi – 110002</p> <p>Fax : 011-23237418</p> | <p>a) References related to MFPO (repealed)</p> <p>b) Matters relating to regulations of slaughterhouse/abattoirs.</p> <p>c) Matters relating to Halal</p> <p>d) Coordination & standardisation of food analysis parameters for all food samples</p> | <p>Dr. Dhir Singh Director (QA&S), 3rd floor , FDA Bhavan, Food Safety & Standards Authority of India</p> |

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| | | | <p>including imported food.</p> <p>e) Sampling Procedures</p> <p>f) Technical advice in matters related to empanelment, accreditation and up-gradation of Food Laboratories.</p> <p>g) Co-ordination with Central and State Food laboratories on technical matters.</p> <p>h) All matters related to Food Analyst examination & syllabus</p> <p>i) Preparation of detailed plan for networking of laboratories</p> <p>j) Preparation of detailed plan for up-gradation of Central Food Laboratory, Kolkata and Mumbai including for GM foods.</p> | <p>New Delhi – 110002</p> <p>Telefax : 011-23237418</p> |
| 13 | Dr. (Smt.) Geetanjali | <p>Microbiologist, Central Food Laboratory, FSSAI, 3, KYD Street, Kolkata – 700016</p> <p>033-22291309 033-22277670 033-22498897 (Fax)</p> | All administrative and technical matters etc. related to CFL, Kolkata | <p>Sh. A.K. Adhikari Director (CFL), Central Food Laboratory, FSSAI, 3, KYD Street, Kolkata – 700016</p> <p>033-22291309 033-22277670 033-22498897 (Fax)</p> |
| 14 | Smt. Vipin Gujral | <p>Sr. Analyst , Food Research and Standardisation Laboratories (FRSL), FSSAI, Ahinsa Khand – II, Near CISF ,Indrapuram, Ghaziabad – 201014 (U.P)</p> <p>Ph : 0120-2902047, 2791364</p> | All administrative and technical matters etc. related to FRSL , Ghaziabad | <p>Dr. Dhir Singh Director (QA&S), 3rd floor , FDA Bhavan, Food Safety & Standards Authority of India New Delhi – 110002</p> <p>Telefax : 011-23237418</p> |
| 15 | Sh. A.K.Singla, Dy. Director | <p>Dy. Director,FSSAI Regional Office North Zone, East Tower, Ist Floor, NBCC Place, Pragati Vihar Bhishm Pitamah Marg, New Delhi-110003</p> <p>011 – 24360934 011 – 24360934 (Fax)</p> | All matters related to Central Licensing pertaining to Regional Offices at Delhi & Lucknow. | |

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| 16 | Bishan Chand | Dy. Director FSSAI, Regional Office North Zone, 2nd Floor, Kendriya Sadan, Sector-9A, Chandigarh-160017. | All matters related to Central Licensing pertaining to Regional Office at Chandigarh. | Director Incharge, FSSAI, Regional Office North Zone, East Tower, Ist Floor, NBCC Place, Pragati Vihar Bhishm Pitamah Marg, New Delhi-110003 |
| 17 | Sh. Sajay Gupta | Assistant Director, Regional Office North Zone, East Tower, Ist Floor, NBCC Place, Pragati Vihar Bhishm Pitamah Marg, New Delhi-110003 011 – 24360934 011 – 24360934 (Fax) | All matters relating to Imported Food Process Clearance in respect of port of entries at Delhi/NCR (IGI Airport, concor – ICD, Thuglakabad , Patparganj, ICD Faridabad, ICD Dadari & ICD Loni) | |
| 18 | Sh. S.K. Mohanta | Dy. Director FSSAI, Regional Office East Zone, C.G.O. Complex, 4 th Floor, A-Wing, DF-Block, Sector-1, Salt Lake, Kolkata-700064 033-23585625 (Telefax) 033-23580391 | All matters related to Central Licensing pertaining to Regional Office at Kolkata. | Director Incharge, FSSAI, Regional Office East Zone, C.G.O. Complex, 4 th Floor, A-Wing, DF-Block, Sector-1, Salt Lake, Kolkata-700064 |
| 19 | Sh. D.P. Guha | Deputy Director FSSAI, Eastern Region, Mayukh Bhawan, Top Floor, Salt Lake, Kolkata 033-23585625 (Telefax) 033-23580391 | All matters relating to Imported Food Process Clearance respect of Haldia & Kolkata Sea Port & Kolkata Airport. | |

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| 20 | Sh. V.K. Pancham | Assistant Director, FSSAI, North Eastern Region, Milan Path, Juri Par, Panjabari Road, Six Mile, Guwahati – 781037 Telefax: 0361 - 2332446 | All matters related to Central Licensing pertaining to Regional Office at Guwahati. | |
| 21 | Sh. Ais Kumar | Dy. Director, FSSAI, Regional Office West Zone, Hallmark Business Plaza, Ist Floor, Gurunanak Hospital Road, Bandra (East), Mumbai - 400051 022-22061607 (Telefax) | All matters related to Central Licensing pertaining to Regional Office at Mumbai. | Director Incharge, FSSAI, Regional Office West Zone, Hallmark Business Plaza, Ist Floor, Gurunanak |
| 22 | Dr. Pitamber Singh | Assistant Director, FSSAI, Regional Office West Zone, Hallmark Business Plaza, Ist Floor, Gurunanak Hospital Road, Bandra (East), Mumbai - 400051 022-22061607 (Telefax) | All matters relating to Imported Food Process Clearance respect of Mumbai Sea Port & Airport, JNPT & Nhava Sheva. | Hospital Road, Bandra (East), Mumbai - 400051 |
| 23 | Dr. G.Srinivasan | Dy. Director, FSSAI, Southern Region Office, C/o Directorate of Marketing & Inspection, Shastri Bhavan, 4 th Floor, 6 th Block, 26, Haddows Road, Chennai – 600006, Ph. 044-28278065, 28271738 (Fax) | All matters related to Central Licensing pertaining to Regional Office at Chennai. | Director Incharge, FSSAI, Regional Office South Zone, Region Office, FSSAI, C/o Directorate of Marketing & Inspection, |
| 24 | Dr. B.G. Pandian | Assistant Director, FSSAI, Southern Region Office, C/o Directorate of Marketing & Inspection, Shastri Bhavan, 4 th Floor, 6 th Block, 26, Haddows Road, Chennai – 600006, Ph. 044-28278065, 28271738 (Fax) | All matters relating to Imported Food Process Clearance in respect of Chennai Sea Port & Chennai Airport. | Shastri Bhavan, 4 th Floor, 6 th Block, 26, Haddows Road, Chennai – 600006, |

2. In case where the information sought by an RTI applicant pertains to more than one CPIO, the RTI application shall be dealt by CPIO with whom Part -1 of RTI application pertains. He will collect the information internally from other Officers/ CPIOs and will send a consolidated reply to the RTI applicant within time prescribed for providing information to the applicant under RTI Act, 2005. Such information sought / called for by CPIO shall be provided by all concerned immediately. In case of any dispute in jurisdiction, the allocation made by Director (Enforcement) shall be final. The RTI matters related to parliament / legal matters shall also be dealt by CPIO concerned.
3. In the event of CPIO being on leave/tour, RTI application pertaining to him shall be handled by the Officer under Link Officer arrangement till he joins duty.
4. Central Public Information Officers, as the case may be, shall deal with requests from persons seeking information and render reasonable assistance to the persons seeking information under RTI Act, 2005.
5. This issues with the approval of CEO, FSSAI.

(Sanjay Singh)
Deputy Director (Estt. & Admn.)

To

1. All Officers designated as CPIOs/Appellate Authorities.
2. All Officers/ Sections in FSSAI Hqrs./FSSAI Regional Offices and Laboratories.

Copy for information to:

1. Shri Sanjay Prasad, Director (Food & Drugs) & CPIO, Ministry of Health and Family Welfare, Nirman Bhawan, New Delhi – 110011
2. Shri Sanjai Bajpai, CPIO & Under Secretary, Ministry of Food Processing Industries, Panchsheel Bhawan, August Kranti Marg, New Delhi – 110049

Copy also to :

1. Sr. P.S. to Chairperson.
2. P.S. to CEO.
3. Dr. (Smt.) N.C. Vaidehi, Dy. Director (IEC/Website) - for uploading on website.