

CSIR-NATIONAL ENVIRONMENTAL ENGINEERING RESEARCH INSTITUTE
NEHRU MARG, NAGPUR 440 020

No.2-12/1/2021-COA

June 10, 2021

OFFICE MEMORANDUM

Sub: Reconstitution of various Departmental Committees and other functionaries of CSIR-NEERI, Nagpur

In supersession of the earlier Office Memorandums on the above-cited subject, the Director, CSIR-NEERI based on recommendations of Group Of Scientists (GoS) has been pleased to approve the reconstitution of the various Departmental Committees as under:-

Sl. No.	Name of the Committee and its Members		Functions of the Committee
1.	AcSIR Committee/Board		<ul style="list-style-type: none"> To fulfill the mission of AcSIR to create the highest quality personnel with trans-disciplinary knowledge, aiming to provide scientific and academic leaders for the future who will shape scientific thoughts in academic institutions and the industries. To substantially increase the number of researchers in integrative and interdisciplinary areas of science and engineering with a focus on research and imparting instructions in areas not commonly taught in regular academic universities across India, by disseminating advanced knowledge in science and technology and by providing teaching and research opportunities in frontier areas. To address all the complaints, desired changes and grievances related to AcSIR. The committee must meet at least twice a year and submit MoM to the Director's Office.
	Dr. A.N. Vaidya, Chief Scientist	Chairman	
	Dr. R.A. Sohony, Sr. Principal Scientist	Co-Chairman	
	Dr. Sukdeb Pal, Principal Scientist	Member	
	Dr. Rita Dhodapkar, Prin. Tech. Officer & Science Secretary	Member	
	Dr. (Mrs.) Asifa Qureshi, Principal Scientist	Member	
	Dr. R.J. Krupadam, Sr. Principal Scientist, AcSIR Coordinator	Convener	
2.	Agreement / MOU Scrutiny		<ul style="list-style-type: none"> To scrutinize proposed Agreements/ MOUs to be signed with the sponsors of various Consultancy/ Grant-in-Aid projects as per the CSIR Model Agreements / CSIR Guidelines and submit its recommendations for consideration of the Director, NEERI. BDG, as Convener to communicate with CSIR regarding Security & Sensitivity Clearance, wherever required. To develop SOPs for MoU, NDA, Project Specific Agreements and academic collaborations & cooperations and review every year in March. <p>[Project-specific Agreements will be signed by the concerned Head of Division/Regional Center and MOUs will be signed by Sci. & Head, BDG]</p>
	Er. (Mrs.) Padma Rao, Chief Scientist	Chairperson	
	Head, BDG	Member	
	Dr. Parikshit Verma, Sr. Principal Scientist	Alternate Chairman/ Member	
	Dr. Amit Bansiwala, Sr. Principal Scientist	Member	
	Concerned Scientist / HOD	Member	
	Er. Shilpa Kumari, Scientist	Member	
3.	Investment Committee		To review compliances on CSIR-funded projects, revenue, expenditure under Plan and Non-Plan budget monthly and suggesting measures for compliances
	Dr. P. K. Labhasetwar, Chief Scientist	Chairman	
	Dr. R.J. Krupadam, Sr. Principal Scientist	Co-Chairman	
	Head, PMPD	Member	



SL No.	Name of the Committee and its Members		Functions of the Committee
	Dr. (Mrs.) Leena Deshpande, Sr. Technical Officer (3)	Member	<ul style="list-style-type: none"> To reconcile monthly transactions shown by the Bank with those in the Cash Book of the Lab to be taken by the F&A Section and a constant watch has to be kept to monitor the accounting and adjustment of outstanding amounts of receipts and payments (credits and debits) already taken in the Cash Book of the Lab as well as shown by the Bank in the Bank Statement. To advise in the matter of investment of surplus funds as per the guidelines of CSIR. Preparation of budget for the Institute
	AO	Member	
	Stores & Purchase Officer (SPO)	Member	
	Head, ESU	Member	
	FAO	Convener	
4.	<u>Colony Welfare, Creche Monitoring and Bathing Water Facility Committee</u>		
	Dr. Girish Pophali, Sr. Principal Scientist	Chairman	<ul style="list-style-type: none"> To consider all types of welfare measures for the colony including security and safety matters, and make suitable recommendations for consideration of the competent authority. To look after the day-to-day affairs of the Bathing Water Facility <p>For monitoring, supervision and also for smooth functioning of the Creche.</p> <p>[The Committee should meet once in a month and additionally if urgent matters arrive.]</p>
	Dr. H. V. Singh, Sr. Principal Scientist	Alternate Chairman	
	Head, ESU	Member	
	Dr. Ganesh Kale, Principal Scientist	Member	
	Mr. Rajesh Lohiya, Sr. Tech. Officer(1)	Member	
	Dr. Prashanti Balwant Niwant, RMO	Member	
	Mr. B. Yadav, Security Assistant	Member	
	Dr. Asha Lalwani, Principal Scientist	Creche Incharge	
	Mrs. Rakhi Nikhade, Tech. Asstt. Gr.III(1)	Creche Member (Representative of Parents)	
	AO	Member	
	Dr. Sanjay Gajbhiye, FAO	Member	
	SO, General	Convener	
5.	<u>Compassionate Appointment Committee</u>		
	Dr. M. P. Patil, Chief Scientist	Chairman	<ul style="list-style-type: none"> To consider applications for appointment on compassionate grounds from the dependent family members of the deceased employees of the Institute as per the instructions/guidelines issued by the Government of India / CSIR and submit its recommendations for consideration of the Director, CSIR-NEERI. <p>[The Chairman will also act as Welfare Officer.]</p>
	Dr. (Ms.) Atya Kapley, Sr. Principal Scientist	Member	
	Dr. (Mrs.) Rima Biswas Mondal, Principal Scientist	Member	
	AO	Member	
	Dr. Sanjay Gajbhiye, FAO	Member	
	SO, R&A	Convener	
6.	<u>Procurement Plan, Equipment Utilization & Prioritization Committee</u>		
	Dr. G.L. Bodhe, Chief Scientist	Chairman	<ul style="list-style-type: none"> To collect information pertaining to various instruments/equipment available in various labs at NEERI HQ and ZCs To collect information pertaining to utilisation of the equipment including verification of log books. To recommend utilisation of available instrument/equipment as central facility. To recommend procurement of new equipment based on utilisation of available equipment and facilities
	Dr. A. K. Bansawal, Sr. Principal Scientist	Member	
	Dr. Asifa Qureshi, Principal Scientist	Member	
	Er. Dinesh Lingote, Sr. Scientist	Member	
	Dr. R.J. Krupadam, Sr. Principal Scientist	Member	
	Mr. Sanjay Mehta, SO (S&P)	Member	
	Er. Naresh Bokade, Principal Technical Officer	Convener	

SL No.	Name of the Committee and its Members		Functions of the Committee
			<ul style="list-style-type: none"> To recommend funding of Maintenance Contract of various equipment/instrument from Institutional or LR funds To recommend suggestions to improve utilisation of existing facilities To review the functioning of the EPABX System of the Institute. To recommend new connections to various Officers / Divisions / Sections on need-basis. To recommend upgradation of the system from time-to-time to meet the challenges of the communication system in accordance with CSIR / NEERI's requirements
7.	Guest House / Canteen/RSH Management Committee		Functions of the Committee
	Dr. Ritesh Vijay, Sr. Principal Scientist	Chairman	<ul style="list-style-type: none"> To supervise Canteen / Guest House/RSH and make regular checks and ensure the quality of the food materials, including cleanliness and maintenance. To facilitate smooth functioning of Guest House, Canteen and RSH To ensure the preparation of healthy and hygienic food in order to achieve consumer satisfaction at the Guest House, Canteen and RSH. To periodic revise rates of eatables depending on the increase in the cost of raw materials and other inputs. To facilitate maintenance of sanitary aspects like cleaning of floors, utensils, etc., at the Guest House, Canteen and RSH To deal with any other additional matter related to the working of the Guest House, Canteen and RSH as desired by the Chairman
	Dr. Pradeep Salve, Sr. Principal Scientist	Member	
	Dr. Debishree Khan, Scientist	Member	
	Mr. P. Bhattacharya, Sr. Technician (2)	Member	
	Dr. Rima Biswas	Warden	
	Mrs. S.B. Gokhe, A.S.O. (General Sec.)	Member	
	Dr. Sanjay Gajbhiye, FAO	Member	
	A.O.	Member	
	SO General	Convener	
8.	House Allotment Committee		
	Dr. H.V. Singh, Sr. Principal Scientist	Chairman	<ul style="list-style-type: none"> To scrutinize and certify Priority List for the Allotment Year and examine all cases referred by the Director and cases involving a departure from the CSIR (Residence Allotment) Rules, 1997 before notification. To consider any other matter referred to by the Director and submit its recommendations to the Director, whose decision shall be final and binding. <p>[CMO/RMO, NEERI Dispensary shall attend the meeting of the Committee as Member as and when the applications for change of quarters/allotment of quarters are to be considered by it on medical grounds on the out-of-turn basis.]</p>
	Dr.(Mrs.) Rima Biswas, Principal Scientist	Member	
	Er. Suva Lama, Scientist	Member	
	Dr. Sukdeb Pal, Sr. Scientist	Member	
	Mr. D.P. Chaudhury, A.S.O	Member	
	Dr. Sanjay Gajbhiye, FAO	Member	
	AO	Member	
	SO, General	Convener	



9.	International Science & Technology Affairs Group [ISTAG] & Peer Review Committee		
	Dr.Nitin Labhasetwar, Chief Scientist	Chairman, ISTAG	Responsibilities of ISTAG <ul style="list-style-type: none"> To interface with ISTAD, CSIR on all matters connected with International S&T affairs of the Institute. To scrutinize proposals for various international conferences / symposia / workshops / overseas trainings / fellowships / deputations etc. involving Peer Review Committee To furnish quarterly report relating to S&T affairs of the Institute to ISTAD, CSIR for dissemination, image building, forward planning, etc. To critically review foreign deputation reports of the scientists, and forward them to CSIR HQ within four weeks of return of scientist with clear recommendations for implementation and follow up. To alert and caution the scientists on deputation of the date of expiry of their deputation period in advance, and to remind them of the implications of unauthorized overstay. To maintain a computerized database of all overseas deputations and visits for the purpose of analysis, synthesis and retrieval, in the format in conformity with those maintained by ISTAD.
	Dr. Krishnamurthi, Chief Scientist	Chairman, Peer Review Committee	
	Dr. (Mrs.) Abha Sargaonkar, Sr. Principal Scientist	Member and Alternate Chairperson	
	Dr. Shalini Dhyani, Sr. Scientist	Member	
	Dr. Pranav Nagarnaik	Member	
	FAO/Nominee	Member	
	SO (Estt)	Convener	
	Dr. M.N. Bagde, Sr. Principal Scientist, CSIR-CIMFR, Nagpur Centre /CIMFER	External Expert	Responsibilities of Peer Review Committee <ul style="list-style-type: none"> To maintain the calendar of meetings for the forthcoming year by the end of October/November of the preceding year. Such calendar may be forwarded by the CSIR Labs to CSIR Headquarter in advance for information/record. To solicit proposals from the willing/concerned scientists/officers, who will then be asked to make presentations before the Committee at least two months prior to the meeting. To scrutinize and fill-up desired information related to foreign deputation prior to forwarding to DG CSIR To deliberate based on the presentation(s) on the issues involved and recommend the names (s) of the most Competent/eligible officers/scientists for the deputation To forward deputation proposals of Chief Scientist and above duly recommended by the Director to DG, CSIR atleast one month in advance of the proposed visit. To vet the tour report and draft Press Release, wherever applicable and also require the officer(s)/scientist(s) to make presentation on the expected outcomes/action points of the visit.

10.	<u>Intellectual Property Rights (IPR) Screening and Technology Transfer Committee</u>		<ul style="list-style-type: none"> To screen patent applications/ specifications for the disclosure and submit their recommendations to Director, NEERI for approval. To identify and evaluate technologies of the Institute for transfer To work out modalities and to decide conditions in terms of cost and licensing agreement To identify/screen the firms for genuineness to whom technology is to be transferred IPR Coordinator will look after the work relating to IPR and handle issues relating to filing of Patents etc. [He will be the IPR Co-ordinator for NEERI as well as for interacting with outside agencies.]
	Dr. A.N. Vaidya, Chief Scientist	Chairman	
	Dr(Mrs) Sadhana Rayalu, Chief Scientist	Alternate Chairperson	
	Head, PMP Division	IPR Coordinator	
	Dr. Nitin Labhasetwar, Chief Scientist	Member	
	Dr. Parikshit Verma Sr. Princ. Sci.	Member	
	Er. (Mrs.) Padma Rao, Chief Scientist	Member	
	Er. Sushant Wath, Principal Scientist	Member	
	Inventor/ Concerned Scientist	Member	
	Head, BDG	Convenor	
11.	<u>Medical Committee</u>		<ul style="list-style-type: none"> To consider cases requiring relaxation of CS(MA) Rules,1944 where treatment has been undertaken under emergent circumstances. To recommend engagement of part-time Doctors/ Pathologist, Part-Time Specialists, recognition of hospitals etc.
	Dr. K. Krisnamurthi , Chief Scientist	Chairman	
	Dr. (Mrs.) Saravana Devi, Chief Scientist	Member	
	Dr. Sangeeta Goel, Principal Scientist	Member	
	Er. P. Manekar, Sr. principal Scientist	Member	
	Dr. Pravin Naoghare, Sr. Scientist	Member	
	Dr. (Mrs.) S. A. Paranjape, C.M.O.	Member	
	AO	Member	
	FAO	Member	
12.	<u>Standing Publication, Ethics and Scientific Vigilance Committee (SEC)</u>		<p><u>TOR of the SEC</u></p> <ul style="list-style-type: none"> Committee shall regularly conduct training/seminars on Good Laboratory Practice & Publications Shall make mandatory implementation of communication numbers at the time of publications after obtaining approval from Competent Authority Shall check similarity index and plagiarism of all publications Shall ensure that scientific audit of all publications is done Shall advise and guide Director on all matters pertaining to misconduct in scientific and research ethics Shall respond to any external parties (on behalf of CSIR) for compliance with ethical standards in respect of research projects undertaken by the staff On an entirely voluntary basis, researchers may seek the inputs of this committee for consultation on ethical aspects of their research Shall work on any other matter as assigned by the Director <p><u>TOR for Publication and KRC Matters</u></p> <ul style="list-style-type: none"> To recommend the purchase of books and journals for NEERI HQrs/ZLs.
	Dr. (Mrs.) Saravana Devi, Chief Scientist	Chairman	
	Dr. S.K. Singh, Sr. Principal Scientist	Member (GLP)	
	Dr. Girish Pophali, Sr. Principal Scientist	Member (Safety)	
	Dr. H.V. Singh, Sr. Principal Scientist	Member (Training)	
	Dr. (Ms.) Asha Lalwani, Principal Scientist	Member (Data Analysis)	
	Dr. (Mrs.) Leena Deshpande, Sr. Technical Officer	Member (Gender Equality)	
	Dr. Pravin Naoghare, Sr. Scientist	Member (Human, Animal Ethics)	
	Mr. Atul Chavan, Reserch Fellow	Member	
	Section Officer/A,O. (Vigilance)	Member	
	Dr. (Mrs) Rita Dhodapkar, Principal Technical Officer	Ethics Officer and Member Secretary for SEC	
	Mr. R.K.Lohiya, Sr. Tech. Officer (1)	Member (Publication)	

		& Convener for KRC matters	<ul style="list-style-type: none"> To recommend Institutional Membership for Associations, Publications, wherever necessary. To consider the requirements of electronic information resources for the KRC of the Institute. To complete the work of 100% physical verification of books and journals of KRC. To identify the losses of misplaced documents and documents that need repair, etc., within a time target of 3 months and submit its report to the Director, CSIR-NEERI Communicated papers must be routed through Head of the Division and if required, Division /Section/Unit may have their internal review.
13	<u>Scientific Investigation Board (SIB)</u>		<u>TOR of the SIB</u> <ul style="list-style-type: none"> Scientific misconduct shall be investigated by the SIB Shall Investigate the matter, fact finding and recommending punitive actions (taking inputs/response of the accused, if needed) SIB Shall submit the report to the Director as the case may be for consideration and appropriate action
	Dr. Nitin Labhsetwar, Chief Scientist	Chairman	
	Dr. (Mrs.) Rita Dhodapkar, Principal Technical Officer	Member	
	Dr. Amit Bansiwala, Sr. Principal Scientist	Member (SC/ST/OBS representative)	
	Dr. (Mrs.) Asifa Qureshi, Principal Scientist	Member	
	Dr. Rajesh Lohiya	Member	
	Prof. Vasant Anant Mhaisalkar	External Expert	
14.	<u>Purchase Committee</u>		<ul style="list-style-type: none"> The Committee shall function in accordance with CSIR Manual on Procurement of Goods, 2019/GFR-2017 or any other relevant rules Committee to meet every week or as decided by the chairman Chairman may co-opt Civil & or electrical engineer on case to case basis The senior most officers of Administration (who are not designated as Vigilance Officer), S&P and F&A cadres in the Procuring Entity shall attend the meeting as members from the Admin, S&P and F&A stream respectively. In the absence of the senior most officer from a particular stream, the next officer, but not below the rank of Section officer may attend
	Dr. Amit Bansiwala, Sr. Principal Scientist	Chairman	
	Indentor/Project Leader	Member	
	Er. Anil Bhanarkar, Sr. Principal Scientist	Co-Chairman	
	Dr. Ritesh Vijay, Sr. Principal Scientist	Member	
	Dr. P. V. Nidheesh, Sr. Scientist	Member	
	Dr. Sunita Shastry, Sr. Principal Scientist	Member	
	AO	Member	
	FAO /Nominee	Member	
	SPO	Member	
	SO (Purchase)	Convener	
15.	<u>School Committee</u>		<ul style="list-style-type: none"> To review working of NEERI School and express views on various matters for running the school by safeguarding the interest of the Institute
	Dr. Abha Sargaokar, Sr. Principal Scientist	Chairperson	
	Dr. H. V. Singh, Sr. Principal Scientist	Co-Chairman	
	Dr. Pravin Naoghare, Sr. Scientist	Member	
	Mr. Manish Gokhale, ASO	Member	
	AO	Member	
	SO General	Convener	

16.	<u>Security and Safety Committee</u>		
	Dr. M. Suresh Kumar, Chief Scientist	Chairman	<ul style="list-style-type: none"> To review the security arrangements of the Institute from time to time and submit its recommendations to the Director To identify security points keeping in view the security aspects and actual requirements To plan, develop and implement safety standards for the laboratory. To define roadmaps and set targets for achieving better health safety standards and the environment in the laboratory. To prepare annual safety budgets. To provide information and advice on the prevention and control of risks arising from the existence or use of hazardous chemicals in the laboratory. To review and offer advice on standard operating procedures relating to procurement, usage, storage, and disposal of hazardous chemicals or its use and awareness. To review all aspects of the Laboratory Safety of various Divisions / Sections / Units/ Zonal Labs and suggest needed safety measures/ procedures. To review safety proposals for implementation regarding safety equipment/ Lab ventilation/ safety improvements/ hazardous waste disposal, etc. To provide necessary technical inputs for effective functioning of the Safety Officer. To look after the issues of security of the Institute The Committee can co-opt any Member as Safety Officer.
	Dr. P.R. Pujari, Sr. Principal Scientist	Co-Chairman	
	Dr. S. Y. Bodkhe, Sr. Principal Scientist	Member	
	Dr. Girish Pophali, Sr. Principal Scientist	Member and Safety Officer	
	Dr. (Mrs.) S. A. Paranjape, Principal Technical Officer	Member	
	Dr. (Mrs.) Leena Deshpande, Sr. Technical Officer (3)	Member	
	In-charge, Electrical Works Section	Member	
	Head, ESU	Member	
	FAO	Member	
	AO	Member	
	Shri. B. Yadav, Security Assistant	Member Convener	<p><u>Functions of the Safety Officer</u></p> <ul style="list-style-type: none"> To function as Safety Officer of the Institute. To ensure implementation of approved safety measures. To identify training needs and organize training programmes on safety, health, and environment (SHE). To maintain safety records and reports of incidents/ accidents, if any. To review implementation of safety measures periodically, and suggest improvements. To implement recommendations of Safety Committee as approved by the competent authority. To put up the proposals relating to safety and security requiring special considerations to Safety Committee.



17.	<u>Standing Complaints Committee (including sexual harassment)</u>		
	Dr(Mrs) Sadhana Rayalu, Chief Scientist	Chairperson	<ul style="list-style-type: none"> To hear and redress any type of grievances/complaints relating to sexual harassment at the workplace from female employees. To conduct an inquiry as per the procedure and submit a necessary report in this regard to the Competent Authority. Any other harassment to any staffs. <p>[The Committee should meet once a quarter, even if there is no live case of sexual harassment of working women at the workplace. It shall review preparedness to fulfill all the requirements of the Vishaka judgment of the Hon'ble Supreme Court, in the Institute.]</p>
	Er. (Mrs.) Padma Rao, Chief Scientist	Alternate Chairperson	
	Dr. (Mrs.) Vasanti Deshpande, NGO [Executive Director, VARADAAN]	Member (Third Party)	
	Dr. Pradeep Salve, Sr. Principal Scientist	Member	
	Dr. (Mrs.) Leena Deshpande, Sr. Technical Officer (3)	Member	
	Mr Sanjay Mehta, SO (S&P)	Member	
	Mrs. B. Bindu, ASO On behalf of administration	Convener	
18.	<u>Standing Disposal Committee</u>		
	Er. G. S. Kanade, Sr. Principal Scientist	Chairman	<ul style="list-style-type: none"> To inspect the materials that are proposed to be declared as surplus, obsolete, unserviceable, etc. at Nagpur and Zonal Centers To decide the mode of disposal, and to fix the Reserve Price for disposal of items and to ensure that the items lifted by the bidder are as per the disposal list. <p>[The Committee is required to meet at least twice in a Financial Year and submit ATR to Director]</p>
	Dr. S. Y. Bodkhe, Sr. Principal Scientist	Member	
	Er.(Mrs.) Sangita Goel, Principal Scientist	Member	
	AO	Member	
	FAO /Nominee	Member	
	SPO (Stores)	Member	
	SO (Stores) S&P	Convener	
19.	<u>Technical & Purchase Committee</u>		
	Dr. M. Suresh Kumar, Chief Scientist	Chairman	<ul style="list-style-type: none"> The Committee shall function in accordance with CSIR Manual on Procurement of Goods, 2019/GFR-2017 and any other relevant guidelines. SPO/SO should organised this meeting on regular interval (once a week) or as advised by chairman The senior most officers of Administration (who are not designated as Vigilance Officer), S&P and F&A cadres in the Procuring Entity shall attend the meeting as members from the Admin, S&P and F&A stream respectively. In the absence of the senior most officer from a particular stream, the next officer, but not below the rank of Section officer may attend
	Dr. K. Krishnamurthi, Chief Scientist	Alternate Chairman	
	Indentor/Project Leader	Member	
	Dr. Harshvardhan Singh	Member	
	Dr. Avneesh Anshul, Principal Scientist	Member	
	Dr. (Mrs.) Leena Deshpande, Sr. Technical Officer (3)	Member	
	AO	Member	
	FAO /Nominee	Member	
	SPO/SO (Purchase)	Convener	
20.	<u>Works Committee</u>		
	Dr. K.V. George, Sr. Principal Scientist	Chairman	<ul style="list-style-type: none"> To take up new works and its prioritization and to monitor the progress of ongoing works and suggest measures for effective maintenance of the campus and buildings of the Institute <p>[The official (COA/AO) not looking after the duties of the Vigilance Officer will function as</p>
	Dr. Girish Pophali, Sr. Principal Scientist	Co-Chairman	
	Dr. H. V. Singh, Sr. Principal Scientist	Member	
	Dr. Paras Pujari, Sr. Principal Scientist	Member	
	Dr. S.Y. Bodkhe, Sr. Principal Scientist	Member	
	In-charge, Electrical Section Unit	Member	

	FAO	Member	Member of the Committee.]
	AO	Member	
	Head, ESU	Convener	
21.	<u>Human Resource Planning & Management Committee</u>		<ul style="list-style-type: none"> • Re-structuring of divisions • Transfer and Posting • Assessment of Manpower Requirement • Inter-Lab Transfers • Competency Mapping • Any other related area
	Dr. (Mrs.) Sadhana Rayalu, Chief Scientist	Chairperson	
	Dr. Atul Vaidya, Chief Scientist	Member	
	Dr. G.L. Bodhe, Chief Scientist	Member	
	Dr. Nitin K. Labhasetwar, Chief Scientist	Member	
	Dr. M.P. Patil, Chief Scientist	Member	
	Er. (Mrs.) Padma S. Rao, Sr. Principal Scientist	Member	
	Dr. Krishna Khairnar, Principal Scientist	Member	
	A.O.-I	Convener	
22.	<u>Consultative Mechanism Committee</u>		
	Dr. R.B. Biniwale, Sr. principal Scientist	Chairman	<ul style="list-style-type: none"> • The committee will meet once in a week preferably every Thursday between 5.00 PM to 6.00 PM for informally sorting out grievances, if any, of the employee of the Institute as per CSIR Grievance procedures
	Dr. Pradeep Salve, Chief Scientist	Member	
	Dr. S.Y. Bodhke, Sr. Principal Scientist	Member	
	Dr. (Mrs.) Asifa Qureshi, Principal Scientist	Member	
	Shri. S. Mazumder, A.O.-I	Member	
23.	<u>Local Grievance Committee</u>		
	Dr. M.P. Patil, Chief Scientist	Chairman	<ul style="list-style-type: none"> • The Local Grievance Committee shall meet at least once in a month. However it may also meet earlier, and when necessary at the instance of its Chairman/Secretary. • Local Grievance Committee will consider redressal grievances of an employee affecting him/her individually in any matter relating to his/her service in CSIR excepting disciplinary and vigilance matters
	Dr. A. Ramesh Kumar, Sr. Scientist	Member	
	Dr. A.D. Bhanarkar, Sr. Principal Scientist	Member	
	Shri. R.K. Lohiya, Technical Officer	Member	
	Shri. Y.J. Baseshankar, Technician	Member	
	Shri. R. S. Borker, Lab Attendant	Member	
	Shri. S.P. Mehta, S.O. (S&P)	Member	
	Dr. (Mrs.) S. Paranjape, C.M.O.	Member	
	Shri. R.S. Harjanvis, Sr. Technician	Member	
	Shri. V.U. Khade, Astd. (F&A)	Member	
	Dr. Sanjay Gajbhiye, FAO	Member	
	Shri. S. Mazumder, A.O.-I	Convener	
24.	<u>ERP & ISO Committee</u>		
	Dr. G.L. Bodhe, Chief Scientist	Chairman	<ul style="list-style-type: none"> • To ensure overall working of ERP & ISO • Maintain and support institutional needs for ERP ISO • Co-ordinate with CSIR • Seeks and provide budget requirement • To handle any other issue related to ERP
	Head, PMPD	Co-Chairman	
	Dr. R.A. Sohony	Member	
	Er. Poonam Prasad, Principal Scientist	Member	
	Mr. Dinesh Lingote, Sr. Scientist	Member	

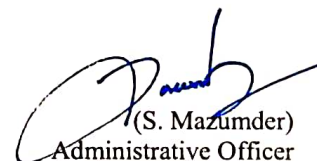
Er. Sushant Wath, Principal Scientist	Member	and ISO from time to time Chairman has full power to take any decision for the above on behalf of Director
Er. Naresh Bokade, Principal Technical Officer	Member	
A.O.	Member	
F.A.O.	Member	
S.P. O.	Member	

Other Functionaries for the following work will be as under :

- A) Functionaries of RTI matters - 1. Dr. Prakah Kumbhare, Sr. Prin. Scientist will be CPIO
2. Er. Padma S. Rao, Chief Scientist will be Appellate Authority
- B) Functionary of Parliament Question Matters and Media Management - Dr. Prakash Kumbhare, Sr. Prin. Scientist will look after the said work

In the absence of the Administrative Officer, Finance & Accounts Officer, and Stores & Purchase Officers, wherever nominated, in the meeting(s) of the Committee(s), senior-most Section Officer (General), senior-most Section Officer (Finance & Accounts), and senior-most Section Officer (Stores & Purchase) respectively will represent/act as Member of that Committee.

All the above Committees shall come into effect from the date of issue of this OM, and their tenure of the Committee will be in force till further orders. The Director may curtail the tenure of any of the above committees at his discretion.


(S. Mazumder)
Administrative Officer

Copy to:

1. All the individuals concerned, CSIR-NEERI
2. The Heads of all Divisions / Sections / Zonal Laboratories, CSIR-NEERI
3. The PS to Director, CSIR-NEERI
4. The PS to COA/PA to AO, CSIR-NEERI
5. The Notice Boards