

**File No.Z.14011/01/2013-E&A**  
**Food Safety and Standards Authority of India**  
(A Statutory Authority Established Under the Food Safety & Standards Act, 2006)  
Human Resource Division  
**FDA Bhavan, Kotla Road, New Delhio-110002**

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Dated, 19 May 2016

**Office Order**

With a view to streamline internal working and to build and harness domain expertise, it has been decided to adopt a team-based approach to technical functioning of the Authority. For this purpose, Technical Officers working in Standards, Regulations, Product Approval and Codex Divisions are assigned to teams by food category as per the **Annexure 1**.

2. Teams would report to the respective Divisional Heads through officers assigned for respective functions. In addition, they will also be responsible for surveillance, risk assessment, implementation of Food Safety Management System (FSMS) and training and capacity building of food businesses in respect of such businesses that are closely aligned to the food categories handled by them. Teams will discharge the following functions :-

(i) building a database with contact information of members of related scientific panels, codex committees, other experts in government ministries/agencies, academic and research institutions, food businesses and related community based organizations and associations. For seamless flow of information amongst the members of this community, Team coordinator will create a WhatsApp group as per naming scheme given in the **Annexure 1**.

(ii) collecting and compiling information on national standards, codex and other international standards and identify gaps in standards in related areas.

(iii) processing of new product approval proposals and developing standards in respect of product categories for which approvals have been given in the past.

(iv) preparing a work plan on development of new standards and revision of existing standards in their respective areas. Such plan will be reviewed every month based on feedback received by the group either from enforcement division and other divisions or through representations to the Authority or through media reports or social media.

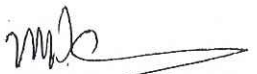
(v) preparing overall plans for surveillance and risk assessment activities, FSMS implementation, training and capacity building and consumer advocacy activities to be taken up in their areas with specific deliverables.

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(vi) field visits and continuing education programme (s) to enhance their domain knowledge and understanding.

3. Each team will have a Coordinator and senior officer as Mentor. To begin with the Coordinators and Mentors for each team have been assigned as per details at Annexure I. However, after a month, each team is expected to select one of its team members as Coordinator, identify an officer from the Authority as Mentor and also identify an external Mentor.

4. The work of the teams and individual officers based will be periodically evaluated on the basis of the value added to the food safety ecosystem in the country. There will be weekly meetings of the Coordinators.

  
**(Madhavi Das)**

Chief Management Services Officer

To

1. All Divisional Head in FSSAI.
2. All Designated Officers/Authorized Officers/Officers/Officials/Sections in Regional Offices/Laboratories.
3. Office Order folder.
4. CITO for uploading the order on FSSAI website.

Copy for information to (1) PPS to Chairperson; and (2) PS to CEO,

## Annexure 1

### TEAMS AND WORK ASSIGNED

Team	Team and Scope/Scientific Panel/ Codex / Food Category
<b>Team A: Additives, Contaminants &amp; GM Foods [WhatsApp - ACG.fssai]</b>	
1. Ms. Chitra Bamola, TO (Coordinator) 2. Ms. Anju Kavi, TO 3. Ms. Jiji Mary, TO 4. Sh. Puneet Gupta, TO  Mentor: Dr. A.K. Sharma, Consultant	<u>Scope</u> - Residues of Veterinary Drugs in Foods, Contaminants in Foods, Pesticide Residue, Food additives, flavourings, processing aids and materials in contact with food, GM Food, <u>Scientific Panel</u> : food additives, flavourings, processing aids and materials in contact with food; Contaminants in the food chain; Biological hazards; Pesticides and Antibiotic Residues; Genetically modified organisms and foods; <u>Codex Committee</u> : On Contaminants in Foods; On Food Additives; On Food Hygiene; On Pesticide Residue; on Residues in Veterinary Drugs in foods <u>Food Category</u> : All
<b>Team B: Beverages, Milk &amp; Water [WhatsApp - BMW.fssai]</b>	
1. Sh. Satish Patil, TO (Coordinator) 2. Ms. Kopal Gupta, TO 3. Ms. Mili Saxena, TO 4. Ms. Apoorva Srivastava, TO  Mentor: Dr. Sunil Bakshi, Advisor (Reg)	<u>Scope</u> - Milk & Milk Products, Water (including flavoured water), Natural Mineral Waters, Beverages (alcoholic & non-alcoholic), Edible ice. <u>Scientific Panel</u> : Milk and Milk Products; Water (including flavoured water) & Beverages (alcoholic non-alcoholic) <u>Codex Committee</u> : Codex Committee on Milk and Milk Products, Codex committee on Natural Mineral Water <u>Food Category</u> : 1.0 Dairy products and analogues, excluding products of food category, 3.0 Edible ices including sherbet and sorbet; 14.0 Beverages, excluding dairy products
<b>Team C: Cereals, Pulses &amp; Bakery [WhatsApp - CPB.fssai]</b>	
1. Ms. Navneet Kaur, TO (Coordinator) 2. Ms. P Kavusalia, TO 3. Ms. Rashmi Gupta, TO 4. Ms. Aparajita Verma, TO  Mentor: Dr. S.C. Khurana, Consultant	<u>Scope</u> - Cereals, Pulses, Bakery and their products and organic food. <u>Scientific Panel</u> - Cereals, Pulses & Legume and their products (including Bakery) <u>Codex Committee</u> : Codex Committee on Cereals, Pulses and Legumes <u>Food Category</u> : 6.0 Cereals and cereal products, derived from cereal grains, from roots and tubers; pulses, legumes and pith or soft core of palm tree, 7.0 Bakery wares, 15.1 Snacks, potato, cereal, flour or starch based products

<b>Team D: Diet &amp; Nutrition [WhatsApp - DNU.fssai]</b>	
<p>1. Ms. Sukhmani Singh, TO (Coordinator)</p> <p>2. Mohd. Amir, TO</p> <p>3. Sh. Ganesh Bhat, TO</p> <p>4. Ms. S Supriya, TO</p> <p><u>Mentor:</u> Dr. A.K. Sharma, Consultant</p>	<p><u>Scope-</u> General Nutrition, Foods for special dietary use and overall coordination of food fortification.</p> <p><u>Scientific Panel</u> - Functional foods, Nutraceuticals, Dietetic products and other similar Products</p> <p><u>Codex Committee:</u> Nutrition and Foods for Special Dietary Uses.</p> <p><u>Food Category:</u> 13.0- Foodstuffs intended for particular nutritional uses</p>
<b>Team E: Edible Oils and Fats [WhatsApp - EOF.fssai]</b>	
<p>1. Ms. Aiman, TO (Coordinator)</p> <p>2. Ms. Tripti Tayal, TO</p> <p><u>Mentor:</u> Dr. S.C. Khurana, Consultant</p>	<p><u>Scope-</u> Oils and fats</p> <p><u>Scientific Panel:</u> Oils and Fats</p> <p><u>Food Category:</u> 2.0 Fats and oils, and fat emulsions</p> <p><u>Codex Committee:</u> Codex Committee on Fats and Oils</p>
<b>Team F: Fruits, Vegetables and Spices [WhatsApp - FVS.fssai]</b>	
<p>1. Ms. Ruby Mishra, TO (Coordinator)</p> <p>2. Ms. Shibani Panigrahi, TO</p> <p><u>Mentor:</u> Dr. Manisha Narayan, Assistant Director</p>	<p><u>Scope-</u> Fruits &amp; Vegetables and their products (including dried fruits &amp; nuts), Salt, spices, soups and condiments, Fresh/ Processed Fruits, Vegetables and Vegetable Proteins. Spices and Culinary Herbs. Soups &amp; Broths.</p> <p><u>Scientific Panel:</u> Fruits &amp; Vegetables and their products (including dried fruits and nuts salt, spices and condiments)</p> <p><u>Codex Committee:</u> Codex Committee on Fresh Fruits and Vegetables; Codex Committee on Processed Fruits and Vegetables; Codex Committee on Spices and Culinary Herbs</p> <p><u>Food Category:</u> 4.0 Fruits and Vegetables, seaweeds, and nuts and seeds, 12.0 Salts, spices, soups, salads, protein products, 15.2 Processed nuts including coated nuts and nut mixtures (dried fruits)</p>
<b>Team G: Packaging, Labelling &amp; Claims [WhatsApp - PLC.fssai]</b>	
<p>1. Ms. Ratna Srivastva, TO (Coordinator)</p> <p>2. Ms. Sakshee Pipliyal, TO</p>	<p><u>Scope-</u> Packaging, Labelling, claims and advertisements</p> <p><u>Scientific Panel</u> - Labelling and claims/Advertisements</p> <p><u>Codex Committee:</u> Codex Committee on Food Labelling</p> <p><u>Food Category:</u> All</p>

<p>3. Sh. Chirag Gadi, TO</p> <p><u>Mentor:</u> Dr. Dhir Singh, Joint Director</p>	
<p><b>Team H: Honey, Sugar &amp; Sweets and Confectionery [WhatsApp - HSC.fssai]</b></p>	
<p>1. Ms. R. Raga Madhuri, TO (Coordinator)</p> <p>2. Sh. Saurabh Singh, TA</p> <p>3. Sh. Abhilash Payasi, TO</p> <p>4. Ms. Akshada, TO</p> <p><u>Mentor:</u> Dr. Kavitha R, Scientist II</p>	<p><u>Scope-</u> Sugar, confectionary, Sweeteners Sugar, Honey, Chocolate and Cocoa Products</p> <p><u>Scientific Panel:</u> Sweets, Confectionery, Sweeteners Sugar &amp; Honey</p> <p><u>Food Category:</u> 5.0 Confectionery; 11.0 Sweeteners, including Honey</p> <p><u>Codex Committee:</u> Codex Committee on Sugars</p>
<p><b>Team I: Fish, Meat &amp; Poultry [WhatsApp - FMP.fssai]</b></p>	
<p>1. Dr. Firdous Jahan, TO (Coordinator)</p> <p>2. Ms. Vineeta Verma, TO</p> <p>3. Ms. Kirti Gupta, TO</p> <p>5. Ms. Arkalina, TO</p> <p><u>Mentor:</u> Dr. A.K. Singla, Joint Director</p>	<p><u>Scope-</u> Meat, Poultry, Fish and Fishery Products</p> <p><u>Scientific Panel:</u> Fish and fisheries products; Meat &amp; Meat Products, including poultry</p> <p><u>Food Category:</u> 8.0 Meat and meat products, including poultry and game; 9.0 Fish and fish products, including mollusks, crustaceans, and echinoderms; 10.0 Egg and egg products; 15.3 Fish based snacks</p> <p><u>Codex Committee:</u> Codex Committee on Fish and Fishery Products; Codex Committee on Meat</p>

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