

File No.Z.11013/06/2015-E&A
Food Safety and Standards Authority of India
(A Statutory Authority established under the Food Safety & Standards Act, 2006)
FDA Bhavan, Kotla Road, New Delhi-110 002

Dated 29 June, 2016

Office Order

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

Sl. No.	Name of CPIO	Designation /Official Address with Telephone Numbers	Subject	Appellate Authority
(1)	(2)	(3)	(4)	(5)
1.	Shri S. Anoop	Assistant Director , Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002 011 – 23237435 e-mail: enforcement2@fssai.gov.in	All matters related to enforcement of FSS Act, 2006	Director (Enforcement) Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002.
2.	Dr. Ajay Garg	Assistant Director, Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002 011 – 23231679 e-mail: import@fssai.gov.in	All matters related to Imports.	Director (Import) Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002.

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(1)	(2)	(3)	(4)	(5)
3.	Shri Manoj Kumar	Assistant Director, Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002 Tel-(011)23220997 e-mail: manoj@fssai.gov.in	All matters related to Finance, Budget and Accounts.	Director (Import) & HoD Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002.
4.	Shri Sumer Singh Meena	Assistant Director, Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002 Tel-(011) 23237442 e-mail: gadmin@fssai.gov.in	Matters relating to General dministration of Headquarter/ Regional Offices/ Laboratories. Public Grievances and Grievances & Welfare of Staff. FSSAI Helpline and Preparation of detailed plan for National Food Safety Helpline. Matters related to SC/ST Cell.	Shri Raj Singh, Head GA Food Safety & Standards Authority of India, FDA Bhawan, Kotla Road, New Delhi – 110002.
5.	Shri Abhishek Lall	Assistant Director, Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002.	WTO/SPS/TBT/ International co-operation. Work related to development of international technical standards for food, sanitary etc.	Director (IC) Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002.

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(1)	(2)	(3)	(4)	(5)
6.	Shri P. Karthikeyan	Assistant Director, Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002 Tel-(011) 23237419 e-mail: regulation@fssai.gov.in	Harmonization of standards with Codex and other International best practices in line with the mandate of FSS Act, FSS Act, Rules/Regulations. Coordination of PFA (repealed) and related matters. Reference related to Fruits and Vegetables Products Order (repealed). All codex related matters.	Advisor (Regulations) Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002.
7.	Shri Ajay Tewari	Deputy Director, Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002 Tel-(011) 23220990 e-mail: labs@fssai.gov.in	Empanelment, Accreditation of Food Testing Laboratories. Matters related to all lab/referral Labs.	Head (QA) Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002.
8.	Dr.Ranum Dabas	Scientist Group IV(1) Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002 e-mail: ranum.d@fssai.gov.in	Food Safety Management System, Scientific Committee etc, CITD work.	Director (FSMS) Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002.

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(1)	(2)	(3)	(4)	(5)
9.	Shri Anupam Rastogi	Asstt. Director, Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002 Tel-(011) 23237433 e-mail: arastogi@fssai.gov.in	All matters related to Surveillance of food.	Director (Surveillance) Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002.
10.	Shri Deepak Pandey	Assistant Director, Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002 Tel-(011) 23214136 e-mail: legal@fssai.gov.in	All legal matters.	Head (Legal) Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002.
11.	Dr. Alex Jeevadas	Deputy Director, Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002 e-mail: productapp@fssai.gov.in	All matters related to Product Approval	Director (Product Approval) Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002
12.	Ms. Malika Taneja	Assistant Director, Food Safety & Standards Authority of India, , FDA Bhavan, Kotla Road, New Delhi – 110002 Tel-(011) 23217402 e-mail : iec@fssai.gov.in	IEC, Policy Coordination and monitoring.	Chief Management Services Officer Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002.

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13.	Shri Vinay Kumar Tarun	Assistant Director, Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi - 110002 Tel-(011) 23214135 e-mail: estt@fssai.gov.in	All Establishment Matters of FSSAI Hqrs. and other offices. Matters related to appointment of Chairperson and Members of the Food Authority. Matters related to foreign tours of staff.	Chief Management Services Officer for service matters Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi - 110002.
14.	Shri Madan Mohan Khantwal	Assistant Director, Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi - 110002 Tel-(011) 23214135 e-mail: vigilance@fssai.gov.in	All vigilance matters of FSSAI Hqrs. and other offices.	Director (Vig) for all Vigilance matters Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi - 110002.
15.	Dr. Rajesh Kumar	Scientist Group IV(1), Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi - 110002. Tel-(011)23237421 e-mail: rajesh.k@fssai.gov.in	Work related to new standards and review of existing standard of oil and oil products, milk and milk products, meat & meat products, fish and marine products. Research & Development Studies and Surveys. Matters relating to Scientific Committee, and panels except etc.	Joint Director (Standards) Food Safety & Standards Authority of India, CHEB, Kotla Road, New Delhi - 110002.

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(1)	(2)	(3)	(4)	(5)
16.	Dr. (Smt) Geetanjali	Microbiologist, Central Food Laboratory, FSSAI, 3, kyd Street, Kolkata – 700016 033-22291309 033-22498897 (Telefax) e-mail: geetanjali.sharma.cfl@gmail.com	All matters related to CFL, Kolkata	Sh.A.K. Adhikari, Director Central Food Laboratory, FSSAI, 3, kyd Street, Kolkata – 700016 033-22291309 033-22498897 (Telefax) E-mail: cflcal@gmail.com
17.	Shri Anil Mehta	Deputy Director, Food Safety & Standards Authority of India, , FDA Bhavan, Kotla Road, New Delhi – 110002 Tel-(011) 23215024 e-mail: aodelhi@fssai.gov.in	All matters of Northern Region.	Director (Enforcement) and Director (Imports) for Licence and Imports related work respectively. Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002.
18.	Shri D.P.Guha	Joint Director Food Safety and Standards Authority of India, Ministry of Health and Family Welfare Benfish Tower, 6th floor, 31 G N Block, Sector-V, Salt Lake, Kolkata- 700091 Telefax- 033-23573043 Email- aokolkata@fssai.gov.in	All matters of Eastern Region.	Director (Enforcement) and Director (Imports) for Licence and Imports related work respectively. Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002.

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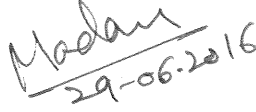
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(1)	(2)	(3)	(4)	(5)
19.	Ms. K.K.Jitha	Assistant Director Food Safety and Standards Authority of India, Ministry of Health and Family Welfare 02nd Floor, Central Documentation Complex (South Wing), Chennai Port Trust, Rajaji Salai, Chennai-600001 Tele Phone- 044-25223212, 25223213 Email- aochennai@fssai.gov.in,	All matters related with Imports at Chennai office.	Director (Imports) Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi- 110002
20.	Dr. M. Kannan,	Deputy Director Food Safety and Standards Authority of India, Ministry of Health and Family Welfare 02nd Floor, Central Documentation Complex (South Wing), Chennai Port Trust, Rajaji Salai, Chennai-600001 Tele Phone- 044-25223212, 25223213 Email- dochennai@fssai.gov.in	All matters related with Licensing at Chennai office.	Director (Enforcement) for Licence Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi- 110002

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21.	Dr. Jesto George	Assistant Director Food Safety and Standards Authority of India, Ministry of Health and Family Welfare First Floor, Marine Building, Malabar Road, North End, Willingdon Island, Cochin-682009 Kerala Telefax- 0484-2666256 Email- aocochin@fssai.gov.in	All work related with Imports at Cochin office.	Director (Imports) Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002.
22.	Dr. Prasenjit G. Gaikwad,	Assistant Director Food Safety and Standards Authority of India Unit No.902, 9th Floor, Hall Mark, Business Plaza, Opposite Guru Nanak Hospital Bandra (East), Mumbai – 400051	All matters related with Licensing at Mumbai office.	Director (Enforcement) for Licence Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi– 110002
23.	Shri V.K.Pancham	Deputy Director Food Safety and Standards Authority of India Unit No.902, 9th Floor, Hall Mark, Business Plaza, Opposite Guru Nanak Hospital Bandra (East), Mumbai – 400051	All matters related with Imports at Mumbai office.	Director (Imports) for Licence Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi– 110002

2. In case, there is a dispute to determine the CPIO to deal with a particular RTI application. The RTI Application should be placed before the HoD and HoD will mark the application to the concerned CPIO. The decision of HoD will be final.

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3. In case, there is no Asstt. Director in a Division, the CPIO shall be the Dy. Director and the Appellate Authority will be the Director concerned. In case, where, there is no Director in the Division, in that case HoD, FSSAI will be the Appellate Authority.
4. In case of superannuation, transfer, repatriation or 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. Sometimes, there are administrative orders to re-allocate the work of an Officer, in this case, the Officer who is assigned the charge/additional charge shall handle the related RTI matters.
5. In case of licensing, the respective Designated Officer (DO) shall be the CPIO and Director in-charge of Enforcement Division shall be the First Appellate Authority whereas respective Authorised Officer (AO) shall be the CPIO and Director in-charge of Imports Division shall be the First Appellate Authority in case of Import works. If Director (Zone) is available for a regional office, he/she will be the First Appellate Authority for the Designated Officer and Authorised Officer under his jurisdiction.
6. CPIOs, especially who are dealing with enforcement of Act, imports, Laboratories, standards related matters, may consult with each other before furnishing the reply so as to avoid the occurrences of duplicity while furnishing the information to the applicant.
7. 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.
8. This issues with the approval of CEO, FSSAI.


29-06-2016
(Madan Mohan Khantwal)
Assistant Director
Tel. 23214135

To

1. All Officers/Sections in FSSAI Hqrs. / Laboratories.
2. All Designated / Authorised Officers at Regional Offices, FSSAI.
3. AD (IEC) – for uploading on website.
4. Guard File/Spare copies.

