

सीएसआईआर-राष्ट्रीय पर्यावरण अभियांत्रिकी अनुसंधान संस्थान
CSIR-National Environmental Engineering Research Institute
नेहरू मार्ग, नागपुर/ Nehru Marg, Nagpur – 440 020

No.2/12/1/2023-AO

Date: 06th July, 2024

कार्यालय ज्ञापन/OFFICE MEMORANDUM

Sub: Reconstitution of various departmental committees and other functionaries of CSIR-NEERI, Nagpur

Ref: CSIR-NEERI O.M. No.2/12/1/2023-AO dated 04.08.2023

In supersession of the earlier Office Memoranda on the above-cited subject, the Director, CSIR-NEERI has re-constituted the various Departmental Committees and other functionaries as under:

Sl. No	Name of the Committee and its Members	Functions of the Committee												
1.	<p>AcSIR Committee/ Board</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Dr. Sarvana Devi, Chief Scientist</td> <td style="width: 30%;">Chairperson</td> </tr> <tr> <td>Dr. S. K. Singh, Sr. Principal Scientist</td> <td>Member</td> </tr> <tr> <td>Dr. (M Noor Afsan Khan, Principal Scientist</td> <td>Member</td> </tr> <tr> <td>Dr. (Mr Kavita Gandhi, Principal Scientist</td> <td>Member</td> </tr> <tr> <td>Dr. Anshuman Khardennis, Sr. Principal Scientist,</td> <td>Member</td> </tr> <tr> <td>Dr.Sukdeb Pal, Principal Scientist,</td> <td>Convener and Member</td> </tr> </table>	Dr. Sarvana Devi, Chief Scientist	Chairperson	Dr. S. K. Singh, Sr. Principal Scientist	Member	Dr. (M Noor Afsan Khan, Principal Scientist	Member	Dr. (Mr Kavita Gandhi, Principal Scientist	Member	Dr. Anshuman Khardennis, Sr. Principal Scientist,	Member	Dr.Sukdeb Pal, Principal Scientist,	Convener and Member	<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 shall meet at least twice a year and submit MoM to the Director's Office and functions towards betterment of overall academic supervision and strict compliance to rules and directives issued by AcSIR from time to time.
Dr. Sarvana Devi, Chief Scientist	Chairperson													
Dr. S. K. Singh, Sr. Principal Scientist	Member													
Dr. (M Noor Afsan Khan, Principal Scientist	Member													
Dr. (Mr Kavita Gandhi, Principal Scientist	Member													
Dr. Anshuman Khardennis, Sr. Principal Scientist,	Member													
Dr.Sukdeb Pal, Principal Scientist,	Convener and Member													
2.	<p>Agreement / MOU Scrutiny Committee</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Er. (Mrs.) Padma Rao, Chief Scientist</td> <td style="width: 30%;">Chairperson</td> </tr> <tr> <td>Dr.Anshuman Khadernavis, Sr. Principal Scientist</td> <td>Alternate Chairman</td> </tr> <tr> <td>Incharge, Sub-Vertical BDPM</td> <td>Member</td> </tr> <tr> <td>Er.M.Kartik Sr. Principal Scientist</td> <td>Member</td> </tr> </table>	Er. (Mrs.) Padma Rao, Chief Scientist	Chairperson	Dr.Anshuman Khadernavis, Sr. Principal Scientist	Alternate Chairman	Incharge, Sub-Vertical BDPM	Member	Er.M.Kartik Sr. Principal Scientist	Member	<ul style="list-style-type: none"> • To review, the proposed Agreements/ MOUs, duly scrutinized by BDPM, to be signed with the sponsors of various Consultancy/ Grant-in-Aid projects as per the CSIR Model Agreements / CSIR Guidelines in the best interest of the Institute and submit its recommendations for consideration of the Director, CSIR-NEERI. 				
Er. (Mrs.) Padma Rao, Chief Scientist	Chairperson													
Dr.Anshuman Khadernavis, Sr. Principal Scientist	Alternate Chairman													
Incharge, Sub-Vertical BDPM	Member													
Er.M.Kartik Sr. Principal Scientist	Member													

	Dr.Hemant Bherwani Sr. Scientist	Member	<ul style="list-style-type: none"> • BDPM, as Convener to communicate with CSIR regarding Security & Sensitivity Clearance, wherever required. • To develop SOPs for MoU, NDA, Project Specific Agreements and academic collaborations & cooperation 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, BDPM]</p>
	Er. Satish Dabe Sr. Principal Scientist	Convener and Member	
3.	Investment and Budget Committee		
	Dr., S.Y. Bodkhe Chief Scientist	Chairperson	<ul style="list-style-type: none"> • To review compliances on CSIR-funded projects, revenue, expenditure under Plan and Non-Plan budget monthly and suggesting measures for compliances • 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
	Dr. (Mrs.) Sunita Shastry, Sr. Principal Scientist	Alternate Chairman	
	Dr. G.K. Khadse, Sr. Principal Scientist,	Member	
	Dr. Anshuman Khadenavis, Sr. Principal Scientist	Member	
	AO-II	Member	
	Stores & Purchase Officer	Member	
	Head, ESU	Member	
	COFA/ FAO	Convener and Member	
4.	Colony Welfare Committee		
	Dr. Sukdeb Pal 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 as well as for monitoring, supervision and also for smooth functioning of the Creche. <p>[The Committee shall meet once in a month and additionally, if urgent matter arrives.]</p>
	Er. Shilpa Kumari, Sr. Scientist	Member	
	Dr. S.G. Gajbhiye, Finance & Accounts Officer	Member	
	Mr.Durga Prasad Choudhury, S.O.(G)	Member	
	Shri Jiju Verghese, Sr. Technician (3)	Member	
	Mr.Y.S. Narayanpure, Security Assistant (In Charge)	Member	
	Dr. (Mrs.) Asha Lalwani, Principal Scientist	Member as a Creche Incharge	
	Mrs. Rakhi Nikhade, Tech. Asstt. Gr.III(1)	Member as a Representative of Parents related to Crèche	
	S.O. (G), General Section	Convener & Member	

5.	Compassionate Appointment Committee		
	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. [The Chairman will also act as Welfare Officer.]
	Dr. (Mrs.) Asifa Quereshi Sr. Principal Scientist	Member	
	Dr. (Mrs.) Rima Biswas, Principal Scientist	Member	
	AO – I	Member	
	COFA	Member	
	Section Officer (R&A)	Member & Convener	
6.	Procurement Plan, Equipment Utilization and Prioritization Committee		
	Dr. S. K. Singh, Sr. Principal 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 • To recommend funding of Maintenance Contract of various equipment/instrument from Institutional or LR funds • To recommend suggestions to improve utilization 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 up-gradation of the system from time-to-time to meet the challenges of the communication system in accordance with CSIR / • NEERI's requirements.
	Dr. A.K. Bansiwali, Sr. Principal Scientist	Member	
	Dr. Asifa Qureshi, Sr. Principal Scientist	Member	
	Dr. Dinesh Lingote, Principal Scientist	Member	
	Er. G. S. Kanade , Sr. Principal Scientist	Member	
	Dr. Sushant B. Wath, Principal Scientist	Member	
	Stores & Purchase Officer	Member	
	Er. Naresh Bokade, Principal Technical Officer	Member & Convener	



7.	Guest House / Canteen/ RSH Management Committee		<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 periodically 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 CA. <p>COFA to nominate official from F&A Section to scrutinize the account periodically and train canteen staff for book keeping.</p>
	Er. Ankit Gupta Principal Scientist	Chairman	
	Dr.(Mrs) Rima Biswas, Principal Scientist	RSH Warden/ Member	
	Mr. P. Bhattacharya, Sr. Technician (2)	Member	
	Shri Nikhil M Gharote Section Officer (G)	Member	
	FAO / COFA	Member	
	Administrative Officer- II	Member	
Section Officer(G) General Section	Member & Convener		
8.	House Allotment Committee		<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 groundson the out-of-turn basis]</p>
	Dr.K. Krishnamurthy, Chief Scientist	Chairman	
	Dr.(Mrs.) Rima Biswas, Principal Scientist	Member	
	Er. Suva Lama, Sr. Scientist	Member	
	Dr.Pravin Naoghare, Principal Scientist	Member	
	Mr. D.P. Choudhury, S.O.(G)	Member	
	COFA/FAO	Member	
Administrative Officer -II	Member		
Section Officer(G) General Section	Member & Convener		

9.	International Science & Technology Affair Group [ISTAG] & Peer Review Committee		
9A. 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. Amit Bansiwal, Sr. Principal Scientist	Chairman		
Dr. (Mrs) Asha Lalwani Principal Scientist	Member		
Dr. (Mrs) Debishree Khan, Scientist	Member Secretary		
Dr. Kumar Amrit, Scientist	Member		
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 be asked to make presentations before the Committee atleast 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 at least one month in advance of the proposed visit. <p>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.</p>
Dr. K. Krishnamurthi, Chief Scientist	Chairman		
Dr. K.V. George, Chief Scientist	Alternate Chairman		
COFA / FAO	Member		
Section Officer(G) Establishment Section)	Convener		
Dr. M.N. Bagde Sr. Principal Scientist CSIR- CIMFR, Nagpur Centre	External Expert		

10.	Technology Transfer Committee		
	Dr. M.P. Patil, Chief Scientist	Chairman	<ul style="list-style-type: none"> 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 Convener to proactively communicate and interact with the potential licensees and act as facilitator for the Scientist/ Inventors for propagation and transfer of NEERI's technologies <p>The committee is supposed to develop a SOP for Technology Claim, Comprehensive Technology documentation (To be given by concerned lead scientist), Evaluation and TRL assessment (Internal as well as external committee), Followed by demonstration, IP, and commercial or R&D transfer.</p>
	Dr. Amit Bansiwala, Sr. Principal Scientist	Member	
	Dr. Sukdeb Pal, Principal Scientist	Member	
	Er. (Mrs.) Padma Rao, Chief Scientist	Member	
	Er. Satish Dabe, Sr. Principal Scientist	Member & Convener	
	Dr. Sushant Wath, Principal Scientist and IPR Coordinator	Member	
	Inventor / Concerned Scientist	Member	
	Incharge, Sub-Vertical BDPM	Member	
	COA/ AO, COFA/ FAO & SPO, when required.	Member	
11.	Medical Committee		
	Dr. (Mrs.) Saravana Devi, Chief Scientist	Chairperson	<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. (Mrs) Asifa Quershi, Principal Scientist	Member	
	Er. (Mrs) Sangeeta Goel, Principal Scientist	Member	
	Er. Pravin Manekar, Principal Scientist	Member	
	Dr. Pravin Naoghare, Principal Scientist	Member	
	Dr. (Mrs.) S.A. Paranjape, C.M.O.	Member	
	AO- II	Member	
	COFA / FAO	Member	
	Section Officer(G) General Section	Member & Convener	

12.	Scientific Ethics, Publication and Scientific Vigilance Committee		
Dr. (Mrs.) Saravana Devi, Chief Scientist	Chairperson	<p>TOR of the SEC</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>TOR for Publication and KRC Matters</p> <ul style="list-style-type: none"> • To recommend the purchase of books and journals for NEERI HQrs/ ZLs. • 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. 	
Dr. S.K. Singh, Sr. Principal Scientist	Member (GLP)		
Dr. P.V. Nidheesh, Principal Scientist	Member(Safety)		
Dr.Hemant Bherwani, Sr.Scientist	Member(Data Analysis)		
Dr.(Mrs) Debishree Khan, Scientist	Member (Gender Equality)		
Dr.Pravin Naoghare, Principal Scientist	Member (Human, Animal Ethics)		
AO-I/ SO(Vigilance)	Member		
Dr. Sukdeb Pal, Principal Scientist	Ethics Officer and Member Secretary		
Mr.R.K.Lohiya, Sr.Tech.Officer(1)	Member (Publication) & Convener for KRC		



13.	Scientific Investigation Board (SIB)		<ul style="list-style-type: none"> Scientific misconduct shall be investigated by the SIB Shall Investigate the matter and do fact finding (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.R.J. Krupadam, Chief Scientist	Chairman	
	Dr. Sukdeb Pal Principal Scientist	Member Secretary	
	Dr. Amit Bansawal Sr. Principal Scientist	Member (SC/ ST/ OBC representative)	
	Dr.(Mrs.) Asifa Qureshi, Sr.Principal Scientist	Member	
	Dr. Rajesh Lohiya, Sr. Tech. Officer (1)	Member	
	Retd. Prof. V.A. Mhaisalkar, VNIT, Nagpur	External Expert	
14.	Purchase Committee (Indent Value below Rs. 25 Lakhs)		<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 Bansawal, Sr. Principal Scientist	Chairman	
	Dr.(Mrs) Sunita Shastry, Sr. Principal Scientist	Co-Chairperson	
	Indenter/ Project Leader	Member	
	Dr. Sukdeb Pal, Principal Scientist	Member	
	Dr. P.V. Nidheesh, Principal Scientist	Member	
	AO - II	Member	
	FAO	Member	
	SPO	Member- Convener	
15.	School Committee		<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. S.Y. Bodkhe, Chief Scientist	Chairman	
	Dr. Ganesh Kale, Sr.Principal Scientist	Co-Chairman	
	Dr. Pravin Naoghare, Principal Scientist	Member	
	Mr. Piyush Kokate, Principal Scientist	Member	
	Mrs. Rakhi Nikhade Technical Assistant	Member	
	Mr. Manish Gokhale ASO	Member	
	AO - II	Member	
	Section Officer(G) General Section	Member & Convener	



16.	Security and Safety Committee		
	Dr. S.Y. Bodkhe, 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 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
	Dr. S. K. Singh Sr. Principal Scientist	Co-Chairman	
	Dr. Ganesh Kale, Sr. Principal Scientist	Member and Safety Officer	
	Dr. P. V. Nidheesh, Principal Scientist	Member	
	Er. Asheesh Sharma, Principal Scientist	Member	
	Dr.(Mrs.) S.A. Paranjape, C.M.O	Member	
	Dr. Rima Biswas, Principal Scientist	Member	
	In-charge, Electrical Section	Member	
	Head, ESU	Member	
	CoFA/ FAO	Member	
	AO - II	Member	
	Sh.Y.S.Narayanpure, Security In Charge	Member Convener	



			<p>equipment/ Lab ventilation/ safety improvements/ hazardous waste disposal, etc.</p> <ul style="list-style-type: none"> 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. <p>Functions of the Safety Officer</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	Internal Complaint Committee (I.C.C) (Sexual Harassment)		No change in ICC as notified vide CSIR-NEERI O.M. No. 34(1)/2024/ICC/Vig dated 12.01.2024
18	Standing Disposal Committee		<ul style="list-style-type: none"> To inspect the materials that are proposed to be declared as surplus, obsolete, un-serviceable, etc at Nagpur and Zonal Centres. 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 atleast twice in a financial year and submit ATR to the Director)</p>
	Dr. S.Y. Bodkhe Chief Scientist	Chairman	
	Er. G. S Kanade, Sr. Principal Scientist	Member	
	Dr. Ganesh R. Kale Sr. Principal Scientist	Member	
	Dr. Sushant Wath Principal Scientist	Member	
	Er (Mrs) Sangita Goel, Principal Scientist	Member	
	A.O-II	Member	
	CoFA/ FAO	Member	
	SPO	Member and Convenor	



19.	Technical & Purchase Committee (Indent Value above Rs.25 lakhs)	<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 organise the meeting on regular interval (once a week) or as advised by chairman <p>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. Since such purchases are well planned, meetings to be convened as per the availability of Chairman.</p>
	Er. A.D. Bhanarkar Chief Scientist	Chairman
	Dr. G. S. Kanade, Sr. Principal Scientist	Member
	Indenter / Project Leader	Member
	Dr. G.K. Khadse, Sr. Principal Scientist	Member
	Dr.Sukdeb Pal, Principal Scientist	Member
	Er. Piyush Kokate, Principal Scientist	Member
	AO - II	Member
	COFA / FAO	Member
	SPO (Purchase)	Member Convener
20.	Works Committee	<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 (AO) not looking after the duties of the Vigilance Officer will function as Member of the Committee.)</p>
	Dr. K.V. George, Chief Scientist	Chairman
	Dr. S. Y. Bodhke, Chief Scientist	Member
	Er. M. Karthik, Sr. Principal Scientist	Member
	Dr.Sunita Shastry Sr. Principal . Scientist	Member
	Dr.Sushant B. Wath, Principal Scientist	Member
	Dr. G. S. Kanade, Sr. Principal Scientist	Member
	In-charge, Electrical Section	Member
	COFA/ FAO	Member
	AO - I	Member
	Head, ESU	Convener

21.	Chemical & Hazardous Waste Management and Disposal Committee		
	Dr. S.Y. Bodkhe, Chief Scientist	Chairman	<ul style="list-style-type: none"> • Immediate disposal of the existing waste lying in the institute premises through Authorized Third Party Contractor as per norms. • Identification of the Chemicals and Hazardous Waste generated in the Institute, including Used & discarded Chemicals, Biological, Acids, Empty Bottles/ Cans/ Boxes, Other Consumables, etc. • Identification of area and delineating practice/mechanism/system for its safe collection and safe storage till its disposal. • Necessary administrative processing for its safe disposal through Authorized Contractor on regular basis, as per norms.
	Dr.Yogesh Pakade, Principal Scientist	Member	
	Er. P. Kokate, Principal Scientist	Member	
	AO - II	Member	
	SPO	Member	
	CoFA/ FAO	Member	
	Security Assistant (in charge)	Member	
	Dr. Amit Bafna, Principal Scientist	Member Convener	
22	Project Affairs and Management Committee		
	Dr. M.P Patil, Chief Scientist	Chairman	<ul style="list-style-type: none"> • To suggest and develop project management strategies, systems, new research areas • For Scrutinizing and improving Project Proposals • To review project progress periodically , review extension related matters as and when required, and ensure timely completion of the projects • Review of the Project completion reports as and when required. • To identify the categories of different projects undertaken by the Institute, Suggest the verticals or groups that can efficiently execute such projects types, and develop a SOP for proposal, minimum budget, and the format for report writing. • Any other project and R&D related matter referred by Director. • Quorum of 4 members including Member-Convener is sufficient for conducting the PMC meeting, in view of the importance and time constraint of the activity and non-availability of all the senior committee members at once.
	Er.(Mrs)PadmaRao, Chief Scientist	Member	
	Dr. K.V. George, Chief Scientist	Member	
	Dr.Sanjeev K.Goyal, Chief Scientist	Member	
	Dr.(Mrs) Saravana Devi Chief Scientist	Member	
	Incharge, Sub-Vertical BDPM	Member Convener	
	Dr. Amit Bansiwala, Sr. Principal Scientist	Member	
23.	Committee for Fellowships		
	Dr. M.P. Patil, Chief Scientist	Chairman	<ul style="list-style-type: none"> • For recommending various applications of DBT / DST, CSIR / RA/ SRA / TWAS Ramanujan / Women Scientists / NAM S&T and other fellowships for nominations. <p>The Committee shall review the applications as per guidelines and shall recommend the candidate to Competent Authority for fellowship after presentation of the proposal.</p>
	Dr. S. Basha Chief Scientist	Member	
	Dr. K. Krishnamurthi, Chief Scientist	Member	
	Science Secretary	Convener	

24.	Disaster Management Committee		<ul style="list-style-type: none"> For Disaster Management and putting in place a mechanism of handling the disaster for each type of hazards, etc. Compliances to all statutory or CSIR requirements.
	Er.(Mrs) Padma Rao, Chief Scientist	Nodal Officer	
	Dr.Shaik Basha, Chair, HZC	Member	
	Dr.D. Majumdar Chair, KZC	Member	
	Dr.Nitin Goyal, Chair, MZC	Member	
	Dr S.K. Goyal , Chair, DZC	Member	
	Er. Satish Dabe, Sr. Principal Scientist	Member	
	Dr.Siva Coumar, Chief Scientist,CZC	Member	
	Er. Piyush Kokate Principal Scientist	Convener	
25	Committee for Outsourcing of S&T Services		<p>The Committee will be responsible for all aspects and stages of the Consultancy services as under:</p> <ul style="list-style-type: none"> In the evaluation of shortlisting of Consultants Deciding TORs Issuance of RFP (Request for Proposals) Evaluation of Technical and Financial Proposals Review of EOIs for the hiring of consultants an empanelment of organizations along with technical evaluation for selection Negotiations and final selection of the Consultant The Committee shall meet every month to resolve any issue pertinent.
	Dr. K.V. George, Chief Scientist	Chairman	
	Dr.(Mrs) Sunita Shastry, Sr. Principal Scientist	Member	
	Er.(Mrs) Padma Rao, Chief Scientist	Member	
	Dr. S.Y. Bodkhe, Chief Scientist	Member	
	COFA / FAO	Member	
	SPO	Member	
	AO-II	Member	
	Er. Satish Dabe, Sr. Principal Scientist	Member Convener	
	Dr. P.R. Salve, Sr. Principal Scientist	Alternate member convener	
26.	Bathing Water Facility Committee		<ul style="list-style-type: none"> To look after the day-to-day affairs of the Bathing Water Facility. The Committee should meet once in a month and additionally, if urgent matter arrives.
	Dr. G. R. Pophali, Chief Scientist	Chairman	
	Dr. Asifa Querishi, Sr. Principal Scientist	Member	
	Er. R. Karthik, Principal Scientist	Member	
	Er. Asheesh Sharma, Principal Scientist	Member	
	Er. Nitin Naik, Sr.Technical Officer (2)	Member	

	CoFA/ FAO	Member	
	A.O-I	Member	
	Dr. R. K. Lohiya, Sr.Technical Officer (1)	Member & Convener	
27.	Farewell Party Committee		
	A.O-1	Chairman	<ul style="list-style-type: none"> • Organisation of farewell party and looking after the work of its account by S.O. (Establishment Section) • The cheque of the farewell account will continue to be signed by S.O.(Establishment Section). • Section Officer (General Section) is also be authorized to sign the above cheque. • Anchoring on the farewell party will continue to be done by Smt. G.R. Prabha, ASO (G)
	F.A.O.	Member	
	S.O.(Establishment Section)	Member	
	S.O (General Section)	Member	

Other Functionaries will be as under:

A	Functionaries of RTI matters	<ul style="list-style-type: none"> • Dr. Prakash Kumbhare, Sr. Principal Scientist will be CPIO • Dr. K. Krishnamurthi, Chief Scientist will be Appellate Authority
B	Functionary of Parliamentary Question(s)	Dr. Prakash Kumbhare, Sr. Principal Scientist will look after the said work
C	Media management and outreach, communication to the Press, Director despondence with higher Dignitaries Note: All correspondences/ communications by any of the CSIR-NEERI staff to the Press/ Media are to be routed through proper channel for prior approval of Nodal Officer and Competent Authority. CSIR-NEERI will not be responsible for any incident wherein above conditions have not been complied with.	Dr. P.S Kumbhare, Sr. Principal Scientist, Nodal Officer
D	Zonal Centres Coordination	<ul style="list-style-type: none"> • Dr. (Mrs.) S.Saravanadevi, Chief Scientist-Coordinator • Er. A.D. Bhanarkar, Chief Scientist- Co-Coordinator <p>They shall look after mentoring, monitoring and facilitation of the routine matters of the Zonal Centres, including financial activities/ transactions.</p>

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 force with immediate effect and the tenure of the Committee will be for a period of two years or till further orders. The Director may curtail or extend the tenure of any of the above committees at his discretion.


 (Rajiv Kumar Verma)
 Administrative Officer

Copy to:

1. All the individuals concerned
2. The Chair/ Heads of all Divisions / Sections / Unit / Zonal Laboratories
3. Director's Secretariat
4. A.O.- I / A.O.- II
5. Notice Boards