



Central Arid Zone Research Institute
(Indian Council of Agricultural Research)
Jodhpur (Rajasthan) 342 003

By Hand/Speed Post/Website



F. No. 5-68/Committee/2008/Admn-I/

Dated: 29.03.2014

OFFICE ORDER

In supersession to all the earlier orders/arrangements regarding First Appellate Authority and CPIOs for attending the first appeals and applications respectively received under RTI Act – 2005 in various units/divisions/sections of CAZRI (HQ) and its RRS & KVks, the Director, CAZRI, Jodhpur is pleased to nominate following officer(s)/official(s):

Sl. No.	Designation	Matter related to	Officer(s) Nominated
1.	First Appellate Authority	First Appeal received in respect decision of all the CPIOs as mentioned below	Dr M. M. Roy, Director
2.	CPIO, CAZRI	Administration and any other matter not covered by other CPIOs as below	Mr Sanjay Bokolia, CAO
3.	CPIO	Finance wing	Mr P. K. Tiwari, FAO
4.	CPIO	HQ: Division-I, TSP, Hot Arid Network & NF Unit	Dr C. B. Pandey, HoD-I
5.	CPIO	HQ: Division-II, Kailana & Bhopalgarh Field Areas	Dr Suresh Kumar, HoD-II
6.	CPIO	HQ: Division-III, Farm & Campus Development	Dr R. K. Bhatt, HoD-III
7.	CPIO	HQ: Division-IV, KVk, Jodhpur & Berriganga Field Area	Dr A. K. Mishra, HoD-IV
8.	CPIO	HQ: Division-V, Workshops, Maintenance & Instrumentation Units	Dr P. C. Pandey, HoD-V
9.	CPIO	HQ: Division-VI & ATIC	Dr P. C. Pandey, HoD-VI (Actg.)
10.	CPIO	HQ: PME, Hindi, IPO, Photography, AKMU, ITMU & HRD units	Dr R. K. Kaul, I/c PME
11.	CPIO	HQ: Library & ARS/NET Examination unit	Dr R. S. Tripathi, OIC-Library
12.	CPIO	AINP Rodent Scheme	Dr R. S. Tripathi, Nodal Sci.
13.	CPIO	AINP Arid Legume Scheme	Dr A. Henry, Nodal Sci.
14.	CPIO	RRS, Jaisalmer & Chandan Field Area	Dr J. P. Singh, Head of RRS
15.	CPIO	RRS, Pali & Jadan Field Area	Dr B. L. Jangid, I/c HD of RRS
16.	CPIO	RRS, Bikaner	Dr N. D. Yadav, HD of RRS
17.	CPIO	Cold arid network & RRS, Leh	Dr J. C. Tewari, Coordinator, RRS, Leh
18.	CPIO	RRS, Bhuj and KVk, Bhuj	Dr Devi Dayal, HD of RRS
19.	CPIO	KVk, Pali	Dr Dheeraj Singh, PC of KVk

2. In case of matter related to externally aided projects at this institute, the concerned Principal Investigator will provide requisite assistance to concerned CPIOs for disposing off the application within stipulated time frame while if any assistance for disposing off the application(s) and first appeal(s) under RTI Act - 2005 is/are sought by the CPIO-CAZRI and/or the First Appellate Authority, CAZRI, concerned CPIOs will provide the same, as the case may be, within stipulated time frame.

3. The officer(s)/official(s) nominated, as mentioned in para-1 above, will function without any extra remuneration w.e.f. 1st April, 2014 until further orders.

(I. B. Kumar)

Administrative Officer

Distribution:

1. Officer(s)/Official(s) as nominated above for information and n/a.
2. HoDs of Division-I/II/III/IV/V/VI, AAOs of Admn-I/II/III/IV/V, AFAOs of Audit-I/II/III, I/c of KVk-Jodhpur, Nodal Sci. Arid Legumes, Nodal Sci. Rodent, National Fellow, I/c RCMS, I/c AKMU, I/c Library, Farm Section, I/c CD Unit/Security Section for information.
3. HD of RRSs, Pali/Bikaner/Jaisalmer/Bhuj/Leh and I/c KVk, Pali for information and n/a.
4. PS to Dir./CAO/FAO for information.



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OFFICE ORDER

In supersession to all the earlier orders/arrangements regarding officer(s)-in-charge and/or in-charge(s) of various units/divisions/sections at CAZRI (HQ), as mentioned hereunder, the Director, CAZRI, Jodhpur is pleased to nominate officer(s)-in-charge and/or in-charge(s) as under:

Unit	Personnel who has been assigned the duty of OIC/IC of unit	
	Officer-in-Charge	In-charge
Library	Dr. R. S. Tripathi, PS	Mr. Tirath Das
PME	-	Dr. R. K. Kaul, PS
HRD	-	Dr. V. K. Manga, PS
ITMU	-	Dr. Uday Burman, PS
Hindi	-	Dr. R. K. Kaul, PS
IPO	-	Dr. R. K. Kaul, PS
Photography	-	Dr. R. K. Kaul, PS
Farm	Dr. R. K. Bhatt, HoD III	Mr. M. L. Swami, FS
Campus Maintenance & Development (CMD)	Dr. Vipin Choudhary, Sr. Sci.	Mr. M. S. Nathawat
AKMU	-	Dr. Anurag Saxena, PS
Guest House/Trainee Hostel	Mr. Sanjay Bokolia, CAO	Mr. I. B. Kumar, AO
Security	Mr. Sanjay Bokolia CAO	Mr. I. B. Kumar, AO
Botanical Garden	-	Dr. Suresh Kumar, HoD II
Fabrication Workshop	Dr. P. C. Pandey, HoD-V	Mr. S. Ansari
Auto Workshop	Dr. P. C. Pandey, HoD V	Mr. S. Ansari
Maintenance (Civil, Electrical)	Dr. P. C. Pandey, HoD-V	Dr. Dinesh Mishra, PS
Instrumentation	Dr. P. C. Pandey, HoD-V	Dr. P. Santra, Sr Sci.
National Fellow	-	Dr. J. C. Tarafdar, NF
Online Examination	-	Dr. R. S. Tripathi, PS
ATIC	Dr. P. C. Pandey, HD-VI (Actg.)	Dr. Raj Singh, PS

2. The APARs/AARs of the technical and other staffs working in the respective unit(s) will be reported by the concerned in-charge(s) while the same will be reviewed by the Officer(s)-in-charge of the unit(s). If no Officer in Charge is/are identified in respect of the unit/division/section, the APARs/AARs will be reviewed by the Director.

3. The officer(s)-in-charge and/or in-charge(s), as mentioned in para-1 above, will function without any extra remuneration w.e.f. 1st April, 2014 until further orders.

(I. B. Kumar)

Administrative Officer

Distribution:

1. Officer(s)-in-charge and/or in-charge(s) as nominated above for information and n/a.
2. HoDs of Division-I/II/III/IV/V/VI, AAOs of Admn-I/II/III/IV/V, AFAOs of Audit-I/II/III, I/c of KVJ- Jodhpur, Nodal Sci. Arid Legumes, Nodal Sci. Rodent, National Fellow, I/c RCMS, I/c AKMU, I/c Library, Farm Section, I/c CD Unit/Security Section for information.
3. HD of RRSs, Pali/Bikaner/Jaisalmer/Bhuj/Leh and I/c KVJ, Pali for information.
4. PS to Dir./CAO/FAO for information.



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OFFICE ORDER

In supersession to all the earlier orders/arrangements regarding officer(s)/official(s) nominated and committees constituted to attend various activities as mentioned hereunder, the Director, CAZRI, Jodhpur is pleased to nominate officer(s)/official(s) and constitute committees as under:

Activities	Officer(s) nominated/Committee(s) constituted
Surprise check on subsidiary cash book maintained by DDO	Dr Bhagwan Singh, PS
Coordination of training requirements of ARS Probationers	Dr V. K. Manga, PS
Fortnightly (15 days) Surprise checks in the institute premises	Chairman: Dr D. K. Painuli, Chairman Member: Dr R. K. Goyal, PS Member: Dr Mahesh Kumar, Sci Member: Mr Surjeet Singh Member Secretary: Mr I. B. Kumar, AO
Timely submission of HYPM in respect of all CAZRI Scientists	Dr Sharmila Roy, PS & Dr R. K. Pathak
Timely submission of Biometric attendance reports to concerned controlling officers (every 7 days) and/or as and when desired by the Director	Dr Anurag Saxena, PS & Mr V. K. Purohit
Examine cases of medical emergencies for reimbursement	Chairman: Dr D. K. Painuli, PS Member: Dr P. C. Moharana, PS Member: Mr I. B. Kumar, AO Member Secretary: Mr Sunil Choudhary, AF&AO
Submission of safety status reports etc. to Atomic Energy Regulatory Board (AERB)	Chairman: Dr Suresh Kumar, HoD-II Member: Dr D. K. Painuli, PS Member: Dr B. K. Mathur, PS Member: Dr R. K. Goyal, PS Member Secretary: Dr Anurag Saxena, PS
Online ARS/NET examination etc.	Chairman: Director Nodal Officer: Dr R. S. Tripathi, PS Member: Dr Dinesh Mishra, PS Member: Dr Anurag Saxena, PS Member: Dr Vipin Choudhary, Sr Sci Member: Dr R. K. Singh, Sr Sci Member: Mr Vimal Kishore Purohit Member: Mr Mukesh Gehlot Member: Dr K. M. Gawaria Member Secretary: Chief Administrative Officer
Data Digitization Team (CAZRI)	Chairman: Chief Administrative Officer Member: Finance & Account Officer Member: Administrative Officer Member: Mr R. K. Mathur Member: Mr Mukesh Gehlot Member: Dr Rakesh Pathak Member: Dr Manish Mathur Member: Mr Om Prakash Jayal

Activities for promotion of Hindi language	Chairman: Dr R. K. Kaul, Chairman Member: Dr N. R. Panwar, Sr Sci Member: Dr Soma Srivastava, Sci. Member: Mr I. B. Kumar, AO Member Secretary: Mrs Madhu Bala, AD (OL)
Advisory Committee for Guest House, Trainee Hostel & KVK Hostel units	Chairman: Director Member: Dr Suresh Kumar, HoD-II Member: Dr R. K. Bhatt, HoD-III Member: Dr A. K. Mishra, HoD-IV Member: Dr R. K. Goyal, PS Member: Chief Administrative Officer/OIC IGH&Hostels Member: Mr J. S. Chouhan Member Secretary: Administrative Officer
Advisory Committee for Farm, CMD & Security units	Chairman: Director Member: Dr R. K. Bhatt, HoD-III Member: Dr A. K. Mishra, HoD-IV Member: Mr Vipin Choudhary, Sr Sci. Member: Chief Administrative Officer Member: Administrative Officer Member Secretary: Mr M. L. Swamy, FS
Advisory Committee for Workshop, Maintenance, Instrumentation and ATIC Units	Chairman: Director Member: Dr Suresh Kumar, HoD-II Member: Dr A. K. Mishra, HoD-IV Member: Dr P. C. Pandey, HoD-V Member: Dr Dinesh Mishra, PS Member: Dr Raj Singh, PS Member: Dr P. Santra, Sr Sci. Member Secretary: Mr S. Ansari
Advisory Committee for AKMU Unit	Chairman: Director Member: Dr Anurag Saxena, PS Member: Dr R. K. Goyal, PS Member Secretary: Mr P. Santra, Sr Sci.
Advisory Committee for Botanical Garden Unit	Chairman: Director Member: Dr Suresh Kumar, HoD-II Member: Dr C. B. Pandey, HoD-I Member: Dr Dipankar Saha, Sci. SG Member Secretary: Dr Manish Mathur
Authorized press spokespersons from CAZRI	Dr R. K. Kaul/Dr R. S. Tripathi

2. The Officer(s)/Official(s) nominated and the Chairman/Members of the committees, as mentioned in para-1 above, will function without any extra remuneration w.e.f. 1st April, 2014 until further orders.



(I. B. Kumar)

Administrative Officer

Distribution:

1. Chairman/Members of the Committees as above.
2. HoDs of Division-I/II/III/IV/V/VI, AAOs of Admn-I/II/III/IV/V, AFAOs of Audit-I/II/III, I/c of KVK-Jodhpur, Nodal Sci. Arid Legumes, Nodal Sci. Rodent, National Fellow, I/c RCMS, I/c AKMU, I/c Library, Farm Section, I/c CD Unit/Security Section.
3. HD of RRSs, Pali/Bikaner/Jaisalmer/Bhuj/Leh and I/c KVK, Pali.
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Office Order

In supersession to all the earlier orders for committees/cells/teams as mentioned hereunder, the Director, CAZRI, Jodhpur is pleased to constitute the following committees/cells/teams:

Publication Committee		House Allotment Committee (HAC)	
Chairman	Dr R. K. Kaul, I/c PME	Chairman	Dr C. B. Pandey, HD-I
Member	Dr D. V. Singh, PS	Member	Dr Dinesh Mishra, PS
Member	Dr A. S. Sirohi, SS	Member	Mr Sanjay Bokolia, CAO
Member	CAO/Rep.	Member	Mr P. K. Tewari, FAO
Member	FAO/Rep.	Member	Secretary, IJSC
Member Secretary	Mr S. B. Sharma, T.O.	Member (SC/ST)	Dr Raj Singh, PS
		Member Secretary	AAO, Admn - IV
Editorial Committee – I (Annual Report/News Letter)		Human Resource Development (HRD) & Higher Education Committee (HEC)	
Chairman	Dr Sharmila Roy, PS	Chairman	Dr V. K. Manga, PS
Member	Dr D. V. Singh, PS	Member	Dr S. P. S. Tanwar, SS
Member	Dr N. R. Panwar, SS	Member	Dr Archana Verma, Scientist
Member	Dr P. Santra, SS	Member	CAO/Nominee
Member Secretary	Dr Rakesh Pathak, S.T.O	Member	FAO/Nominee
		Member Secretary	Mr R. K. Mathur, T.O.
Editorial Committee – II (Bulletins etc.)		Institute Transfer Committee	
Chairman	Dr S. K. Jindal, PS	Chairman	Director
Member	Dr (Mrs) Nisha Patel, PS	Member	Dr R. K. Bhatt, HD-III
Member	Dr P. K. Roy, SS	Member	Dr N. D. Yadav, HD-RRS, Bikaner
Member	Dr A. S. Sirohi, SS	Member Secretary	Chief Administrative Officer
Store Purchase Committee (SPC-I) (Equipment)*		Library Advisory Committee (LAC)	
Chairman	Dr Suresh Kumar, HD II	Chairman	Dr R. S. Tripathi, PS
Member	Dr R. K. Goyal, PS	Member	Dr B. K. Mathur, PS
Member	Dr (Mrs) Rajwant Kaur Kalia, PS	Member	Dr (Mrs) Pratibha Tewari, PS
Member	Dr Dilip Jain, PS	Member	Dr Mahesh Gaur, SS
Member	CAO/Rep.	Member	CAO/Rep.
Member	FAO/Rep.	Member	FAO/Rep.
Member Secretary	AAO (Stores)/ADM-IV	Member Secretary	Mr Tirath Das, I/c Library

Store Purchase Committee (SPC-II) (Consumables)*		Institute Technology Management Committee (ITMU)	
Chairman	Dr S. K. Singh, PS	Chairman	Director
Member	Dr Ramavtar Sharma, PS	Member	Dr Suresh Kumar, HoD-II
Member	Dr Mahesh Kumar, SS	Member	Dr Sharmila Roy, PS
Member	CAO/Rep.	Member	Mr Deepankar Saha, SG
		Member	Dr H. P. Yadav, PC-AICRP (Pearl Millet)
Member	FAO/Rep.	Member	Secretary, IRC
Member Secretary	AAO (Stores)/ADM-IV	Member Secretary	Dr Uday Burman, OIC-ITMU
Civil Works & Maintenance Committee (CWMC)		Farm Other Contractual Services Advisory Committee (FCSAC)	
Chairman	Dr P.C. Pandey, HoD-V	Chairman	Dr R. K. Bhatt, HoD III
Member	Dr Dinesh Mishra, PS	Member	Dr A. K. Misra, HoD IV
Member	Dr. R.K. Singh, SS	Member	Dr Praveen Kumar, PS
Member	Mr Hans Raj, CTO	Member	Dr R. N. Kumavat, SS
Member	Mr S. K. Vyas, CTO	Member	Dr. Vipin Choudhary, SS
Member	Mr V. K. Harsh, TO	Member	Mr S Ansari, T-9
Member	CAO/Rep.	Member	CAO/Rep.
Member	FAO/Rep.	Member	FAO/Rep.
Member Secretary	AAO (Works)/ADM-V	Member Secretary	Mr M. L. Swamy, FS
Consultancy Processing Cell (CPC)		Canteen Committee	
Chairman	Dr Uday Burman, PS	Chairman	Dr R. K. Goyal, PS
Member	Dr R. S. Tripathi, PS	Member	Dr Sunil Mahajan, Scientist
Member	Mr S. Bokolia, CAO	Member	Dr. Mahesh Kumar, SS
Member	Mr P. K. Tewari, FAO	Member	CAO/Rep.
Member Secretary	Dr Manish Mathur	Member	FAO/Rep.
		Member	Secretary, IJSC
		Member Secretary	Manager Canteen
RRS Coordinators (in HQ)		Biosafety Committee	
Bhuj	Dr R. K. Bhatt, HoD-III	Chairman	Dr. Prveen Kumar, PS
Bikaner	Dr C. B. Pandey, HoD-I	Member	Dr. Anjali Pancholi, PS
Jaisalmer	Dr Suresh Kumar, HoD-II	Member	Dr. N. R. Panwar, SS
Leh	Dr J. C. Tewari, PS	Member	Dr. R. C. Kasana, SS
Leh (Co-coordinator)	Dr P. Rathakrishnan, SS	Member	Dr. A Jukanti, SS
Pali	Dr A. K. Mishra, HoD-IV	Member Secretary	Dr. R. K. Pathak
RFD Cell		RFD Committee	
Chairman	Dr R. K. Kaul	Chairman	Director
Member	Dr P. C. Moharana	Nodal Officer	Dr R. K. Kaul
Member	Mr. I. B. Kumar, AO	Co-Nodal Officer	Dr P. C. Moharana
Member Secretary	Mr. Manish Mathur	Member	CAO



PME Cell		PMEC	
In-Charge	Dr. R. K. Kaul, PS	Chairman	Director
		Member	Dr C. B. Pandey, HoD-I
Member	Dr Sharmila Roy, PS	Member	Dr Suresh Kumar, HoD-II
Member	Dr P. C. Moharana, PS	Member	Dr R. K. Bhatt, HoD-III
Member	Dr Khem Chand, PS	Member	Dr A. K. Mishra, HoD-IV
Member	Dr D. V. Singh, SS	Member	Dr P. C. Pandey, HoD-V&VI
Member	Dr. P. K. Roy, SS	Member	Dr B. L. Jangid, I/c RRS, Pali
Member	Mr. S. B. Sharma	Member	Dr. N. D. Yadav, HD, RRS, Bikaner
Member	Mr. Harish Purohit	Member	Dr. Devi Dayal, HD, RRS, Bhuj
Member	Mr. Manish Mathur	Member	Dr. J. P. Singh, HD, RRS, Jaisalmer
		Member Secretary	Dr. J. C. Tewari, Coordinator, RRS, Leh
ISO Management Committee		ISO Quality Management Team	
Chairman	Director	Nodal Point 1	Head of Division - I
		Nodal Point 2	Head of Division - II
		Nodal Point 3	Head of Division - III
Member	I/c ITMU	Nodal Point 4	Head of Division - IV
		Nodal Point 5	Head of Division - V
		Nodal Point 6	Head of Division - VI
Member	Dr. A. K. Mishra, HoD-IV	Nodal Point 7	Nodal Scientist (Rodent)
		Nodal Point 8	Nodal Scientist (Arid Legume)
		Nodal Point 9	I/c PME
Member	Dr N. D. Yadav, HD, RRS, Bikaner	Nodal Point 10	I/c HRD
		Nodal Point 11	I/c AKMU
		Nodal Point 12	OIC-Library
Member	CAO	Nodal Point 13	OIC-Campus Development Unit
		Nodal Point 14	CAO
		Nodal Point 15	FAO
Member	FAO	Nodal Point 16	I/c Examination Unit
		Nodal Point 17	Head, RRS, Pali
		Nodal Point 18	Head, RRS, Jaisalmer
Member Secretary	I/c PME	Nodal Point 19	Head, RRS, Bikaner
		Nodal Point 20	Head, RRS, Bhuj
		Nodal Point 21	Head, RRS, Leh

* The concerned PI/Indenter will also be a member of these committees.

2. The other committees/cells/teams of the Institute will remain same until further orders.
3. The Chairman/Members of the committees as mentioned in para-1 above will function without any extra remuneration w.e.f. 1st April, 2014 until further orders.



(I. B. Kumar)

Administrative Officer

Distribution:

1. Chairman/Members of the Committees as above.
2. HoDs of Division-I/II/III/IV/V/VI, AAOs of Admin-I/II/III/IV/V, AFAOs of Audit-I/II/III, I/c of KVK-Jodhpur, Nodal Sci. Arid Legumes, Nodal Sci. Rodent, National Fellow, I/c RCMS, I/c AKMU, I/c Library, Farm Section, I/c CD Unit/Security Section.
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F. No. 5-68/Committee/2008/Admn-I/

Dated: 29.03.2014

OFFICE ORDER

The Central Arid Zone Research Institute (CAZRI) has been identified as an Examination Centre for ARS/NET preliminary examination(s) by ICAR. Therefore, to attend the related works, it has been decided to constitute an Online Examination Unit at CAZRI (HQ), Jodhpur w.e.f. 1st April, 2014 with nominating following to attend the work of the unit:

Sl. No.	Name of the assignment/designation in the unit	Officer(s) nominated
1.	Nodal Scientist & I/C, Online examination unit	Dr. R. S. Tripathi, PS
2.	Co-Nodal Scientist, Online examination unit	Dr. R. K. Singh, SS
3.	Technical Officer, Online examination unit	Mr K. M. Gawaria

2. The officer(s)/official(s), as nominated above, will function without any extra remuneration w.e.f. 1st April, 2014 until further orders.
3. This issues with the approval of Director, CAZRI, Jodhpur.

(I. B. Kumar)

Administrative Officer

Distribution:

1. Officer(s)/Official(s) nominated as above for information and n/a.
2. HoDs of Division-I/II/III/IV/V/VI, AAOs of Admn-I/II/III/IV/V, AFAOs of Audit-I/II/III, I/c of KVK-Jodhpur, Nodal Sci. Arid Legumes, Nodal Sci. Rodent, National Fellow, I/c RCMS, I/c AKMU, I/c Library, Farm Section, I/c CD Unit/Security Section for information.
3. HD of RRSs, Pali/Bikaner/Jaisalmer/Bhuj/Leh and I/c KVK, Pali for information.
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