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

Sl. No.	Name of CPIO	Designation /Official Address with Telephone Numbers	Subject	Appellate Authority
(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. Karthike yan	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	Advisor (Regulations) Food Safety & Standards Authority of India, FDA Bhavan, Kotla Road, New Delhi – 110002.
			Fruits and Vegetables Products Order (repealed). All codex related matters.	
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.	Food Safety &

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No.	CPIO	Address with		Authority
(1)	(2)	Telephone Numbers		
9.	(2)	(3)	(4)	(5)
9.	Shri	Asstt. Director,	All matters related to	Director
	Anupam	Food Safety &	Surveillance of food.	(Surveillance)
	Rastogi	Standards Authority of		Food Safety &
		India,	·	Standards
		FDA Bhavan, Kotla		Authority of India,
		Road, New Delhi – 110002		FDA Bhavan,
		Tel-(011) 23237433		Kotla Road, New
		e-mail:		Delhi – 110002.
		arastogi@fssai.gov.in		
10.	Shri	Assistant Director,	All local matter	
	Deepak	Food Safety &	All legal matters.	Head (Legal)
	Pandey	Standards Authority of		F10 C . 0
		India,		Food Safety & Standards
		FDA Bhavan, Kotla		· -
		Road, New Delhi –		Authority of India, FDA Bhavan,
		110002		Kotla Road, New
		Tel-(011) 23214136		Delhi – 110002.
		e-mail:		20111 110002.
		legal@fssai.gov.in		
11.	Dr. Alex	Deputy Director,	All matters related to	Director (Product
	Jeevadhas	Food Safety &	Product Approval	Approval)
	·	Standards Authority of		,
		India, FDA Bhavan,		Food Safety &
		Kotla Road, New Delhi		Standards Authority
		- 110002 		of India, FDA
		e-mail:		Bhavan, Kotla Road,
12.	Ms.	productapp@fssai.gov.in		New Delhi – 110002
14.	Malika	Assistant Director,	IEC, Policy	Chief
	Taneja	Food Safety & Standards Authority of	Coordination and	Management
	runcja	India, , FDA Bhavan,	monitoring.	Services Officer
		Kotla Road, New Delhi		Food Safaty &
		- 110002		Food Safety & Standards
		Tel-(011) 23217402		Authority of India,
		e-mail :		FDA Bhavan,
		iec@fssai.gov.in		Kotla Road, New
		V 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		Delhi – 110002.
				110002,

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(1)	(2)	(3)	(4)	(5)
13.	Shri	Assistant Director,	All Establishment	Chief
	Vinay	Food Safety &	Matters of FSSAI	Management
	Kumar	Standards Authority of	Hqrs. and other	Services Officer
	Tarun	India, FDA Bhavan,	offices.	for service
		Kotla Road, New Delhi		matters
		- 110002	Matters related to	Food Safety &
		Tel-(011) 23214135	appointment of	Standards
		e-mail:	Chairperson and	Authority of India,
		estt@fssai.gov.in	Members of the Food	FDA Bhavan,
			Authority.	Kotla Road, New
	·			Delhi – 110002.
			Matters related to	
			foreign tours of staff.	
1.4	- GI	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	All minitudes mottoms	Diversion (Via) for
14.	Shri	Assistant Director, Food Safety &	All vigilance matters of FSSAI Hqrs. and	Director (Vig) for all Vigilance
	Madan	Food Safety & Standards Authority of	other offices.	matters
	Mohan Khantwal	India, FDA Bhavan,	other offices.	Food Safety &
	Kilalitwai	Kotla Road, New Delhi		Standards
		- 110002		Authority of India,
		Tel-(011) 23214135		FDA Bhavan,
		e-mail:		Kotla Road, New
		vigilance@fssai.gov.in		Delhi – 110002.
15.	Dr.	Scientist Group IV(1),	Work related to new	Joint Director
	Rajesh	Food Safety &	standards and review	
	Kumar	Standards Authority of	of existing standard of	Food Safety &
		India, FDA Bhavan,	oil and oil products,	Standards
		Kotla Road, New Delhi	milk and milk	Authority of India,
		<i>−</i> 110002.	products, meat &	CHEB, Kotla
		Tel-(011)23237421	meat products, fist	Road, New Delhi –
		e-mail:	and marine products.	110002.
		rajesh.k@fssai.gov.in	Research &	
			Development Studies	
			and Surveys.	
			Matters relating to	1
			Scientific Committee,	
			and panels except etc.	Contd 6

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1100	CITO	Telephone Numbers		Authority
(1)	(2)	(3)	(4)	
16.	Dr. (Smt)	Microbiologist,	(4)	(5)
10.	Geetanjali		All matters related to	Sh.A.K. Adhikari,
	Gootanjan	Central Food Laboratory, FSSAI, 3,	CFL, Kolkata	Director
		kyd Street, Kolkata –		Central Food
		700016		Laboratory, FSSAI,
		033-22291309		3, kyd Street,
		033-22498897 (Telefax)		Kolkata – 700016
		e-mail:		033-22291309
		·		033-22498897
		geetanjali.sharma.cfl@g mail.com		(Telefax)
		man.com		E-mail:
17.	Shri Anil	Domitic Direct	4.11	cflcal@gmail.com
17.	Mehta	Deputy Director,	All matters of	
	ivicilia	Food Safety &	Northern Region.	(Enforcement)
		Standards Authority of		and Director
		India, , FDA Bhavan,		(Imports) for
		Kotla Road, New Delhi		Licence and
		- 110002		Imports related
		Tel-(011) 23215024		work respectively.
		e-mail:		Food Safety &
		aodelhi@fssai.gov.in		Standards
				Authority of India,
				FDA Bhavan,
				Kotla Road,
				New Delhi –
10	Claui	L'AD' A E		110002.
18.	Shri D. D. Cuba	Joint Director Food	All matters of Eastern	Director
	D.P.Guha	Safety and Standards	Region.	(Enforcement)
		Authority of India,		and Director
		Ministry of Health and	y	(Imports) for
		Family Welfare		Licence and
		Benfish Tower, 6th		Imports related
		floor, 31 G N Block,		work respectively.
		Sector-V, Salt Lake,		Food Safety &
		Kolkata- 700091		Standards Authority
		Telefax- 033-23573043		of India, FDA
		Email-		Bhavan, Kotla
		aokolkata@fssai.gov.in		Road, New Delhi –
				110002.

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No.	CPIO	Address with		Authority
		Telephone Numbers		
(1)	(2)	(3)	(4)	(5)
19.	Ms.	Assistant Director Food	All matters related	Director
	K.K.Jitha	Safety and Standards	with Imports at	(Imports)
		Authority of India,	Chennai office.	Food Safety &
		Ministry of Health and		Standards
		Family Welfare		Authority of India,
		02nd Floor, Central		FDA Bhavan,
		Documentation		Kotla Road, New
		Complex (South Wing),		Delhi- 110002
		Chennai Port Trust,		
		Rajaji Salai,		
		Chennai-600001		
		Tele Phone- 044-		
		25223212, 25223213		
		Email-		
		aochennai@fssai.gov.in,		
20.	Dr. M.	Deputy Director	All matters related	Director
	Kannan,	Food Safety and	with Licensing at	(Enforcement) for
1		Standards Authority of	Chennai office.	Licence
		India,		Food Safety &
		Ministry of Health and		Standards
		Family Welfare		Authority of India,
		02nd Floor, Central		FDA Bhavan,
		Documentation		Kotla Road, New
		Complex (South Wing),		Delhi– 110002
		Chennai Port Trust,		
		Rajaji Salai,		
		Chennai-600001		
		Tele Phone- 044-		
		25223212, 25223213		
		Email-		
		dochennai@fssai.gov.in		

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No.	CPIO	Address with	Subject	Appellate
		Telephone Numbers		Authority
(1)	(2)	(3)	(4)	(5)
21.	Dr. Jesto	Assistant Director	All work related with	(5)
	George	Food Safety and	Imports at Cochin	Director
2		Standards Authority of	office.	(Imports)
		India, Ministry of Health	office.	Food Safety &
		and Family Welfare		Standards
		First Floor, Marine		Authority of India,
		Building, Malabar Road,		FDA Bhavan,
		North End, Willingdon		Kotla Road, New
		Island, Cochin-682009		Delhi – 110002.
		Kerala		
		Telefax- 0484-2666256		
		Email-		
		aocochin@fssai.gov.in		
22.	Dr.	Assistant Director	A 11	
22.	Prasenjit	Food Safety and	All matters related	Director
	G.	Standards Authority of	with Licensing at	(Enforcement) for
	Gaikwad,	•	Mumbai office.	Licence
	Gaikwau,	India Unit No.902, 9th		Food Safety &
		Floor, Hall Mark,		Standards
		Business Plaza,		Authority of India,
		Opposite Guru Nanak		FDA Bhavan,
		Hospital Bandra (East),		Kotla Road, New
23.	Cleui	Mumbai – 400051		Delhi- 110002
23.	Shri V.K.Panc	Deputy Director	All matters related	Director
	ham	Food Safety and	with Imports at	(Imports) for
		Standards Authority of	Mumbai office.	Licence
		India Unit No.902, 9th		Food Safety &
		Floor, Hall Mark,		Standards
		Business Plaza,		Authority of India,
		Opposite Guru Nanak		FDA Bhavan,
		Hospital Bandra (East),		Kotla Road, New
		Mumbai – 400051		Delhi- 110002

<sup>2.</sup> 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.

- 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 reallocate 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.

(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.

