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# भारतीय निर्यात निरीक्षण परिषद्

(आई एस ओ 9001:2008 प्रमाणित संस्थान)  
 (वाणिज्य एवं उद्योग मंत्रालय, भारत सरकार)  
 तीसरी मंजिल, एन.डी.वाई.एम.सी.ए. कल्चरल सेंटर बिल्डिंग)  
 1 जय सिंह रोड, नई दिल्ली-110 001

## EXPORT INSPECTION COUNCIL OF INDIA

(An ISO 9001:2008 Certified Organisation)  
 (Ministry of Commerce & Industry, Govt. of India)  
 3rd Floor, NDYMCA Cultural Centre Building,  
 1 Jai Singh Road, New Delhi - 110001

सं.निनिप/डी (क्यू/सी)  
 No. EIC/D (Q/C)

दिनांक :  
 Dated :

/RTI/2013-14/ 7414

16<sup>th</sup> December, 2013

### OFFICE ORDER

**Subject: Designation of Central Public Information Officers (CPIOs) and First Appellate Authorities (FAAs) under RTI Act, 2005 in respect of EIC and EIAs- Reg.**

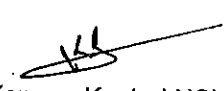
In supersession of earlier order dated 30/09/2013, the Competent Authority is pleased to appoint the following officers of EIC / EIAs as Central Public Information Officers (CPIOs) and First Appellate Authorities (FAAs) as per section 5(1) and 19(1) of RTI Act, 2005 for providing information in respect of the subject matters mentioned against their names:

Sl. No.	Name of the CPIOs & designation	Subject Matter/ Area of Work	Alternate CPIO
	<b>Export Inspection Council of India (EIC)</b> (Ministry of Commerce & Industry, Govt. of India), 3 <sup>rd</sup> Floor, NDYMCA Cultural Centre Building, 1, Jai Singh Road, New Delhi-110001 Tel: 011-23748187, 223365540, 23341263, Fax:011-2748024, Email: <a href="mailto:eic@eicindia.gov.in">eic@eicindia.gov.in</a>		
i	Shri Rajvinder Singh Deputy Director (NT)	General Administration, Finance & Accounts, Legal, DAVP, Purchase, Income Tax, GIS, TA/Medical bills, Pension, Audit.	Shri Kannan Kasturi N.S. Deputy Director (NT)
ii	Shri Kannan Kasturi N.S. Deputy Director (NT)	Establishment, Recruitment, Promotions, Transfers, MACPs.	Shri Rajvinder Singh Deputy Director (NT)
iii	Shri R.M. Mandlik Deputy Director (T)	Scheme for fish & fishery products, Health Certificates, Certificates of Origin including Post verification.	Dr. Pramod P.K. Technical Officer
iv	Shri B. S. Madan, Deputy Director (T)	Certificates of Origin including Post verification, Basmati Rice, Milk & Milk Products, Honey.	Shri R.M. Mandlik Deputy Director (T)
v	Shri Parmod Siwach Assistant Director (T)	Codex, International Cooperation & Business Development, MoUs /MRAs, SPS & TBT Agreement related, Certification Scheme for fruit products, Vigilance, CPGRAM, RFD.	Smt. Seema Shukla, Assistant Director (T)
vi	Smt. Seema Shukla Assistant Director (T)	Private Inspection Agencies, Trainings, Workshops and Capacity Building Programmes, Annual Report, Scheme for peanut, Corporate audit, BIS.	Shri Parmod Siwach, Assistant Director (T)

vii	Shri Sabeerali A.M. Assistant Director (T)	Scheme for recognition of laboratories, Residue Monitoring Plans, feed additives and premixtures.	Shri R.M. Mandlik Deputy Director (T)
viii	Shri Rajesh Ranjan Assistant Director (T)	Computer section, Website maintenance & updation, MIS data, COO application maintenance, Server Management, FMS.	Dr. Pramod P.K. Technical Officer
ix	Shri Ajay Garg, AD(T)	Meat & Meat products, Animal Casing, Gelatine, Ossein and crushed bones, Poultry & Egg products.	Shri R.M. Mandlik Deputy Director (T)
<b>Export Inspection Agency-Delhi (EIA-Delhi)</b> (Ministry of Commerce & Industry, Govt. of India) Thakkar Bapa Samarak Sadan, 2 <sup>nd</sup> Floor, Dr. Ambedkar Marg (Link Road), Behind Jhandewalan Metro Station, New Delhi-110055. Tel: 011-23626320/21/22/23/24/25/26/27, Fax:23626328, E-mail: eia-delhi@eicindia.gov.in			
x	Shri Rajvinder Singh Deputy Director (I/C) EIA-Delhi	For all matters pertaining to EIA-Delhi & its sub-offices	Shri P.Mamgain, Deputy Director, EIA-Delhi
<b>Export Inspection Agency-Mumbai (EIA-Mumbai)</b> (Ministry of Commerce & Industry, Govt. of India), Aman Chambers, 4 <sup>th</sup> Floor, 114, Maharishi Karve Road, Mumbai-400004, Maharashtra, Tel: 022-23630311 / 23630312 / 23630113, Fax:022-23683927, E – mail: eia-mumbai@eicindia.gov.in			
xi	Dr. A.S.Upadhyay Joint Director (I/C)	For all matters pertaining to EIA-Mumbai & its sub-offices	Shri P.Kalaiselvan Deputy Director,
<b>Export Inspection Agency-Kolkata (EIA-Kolkata)</b> (Ministry of Commerce & Industry, Govt. of India) World Trade Centre, 14/1B Ezra Street, Kolkata - 700 001. Tel:033-22355004/22352651/22352652, Fax:+91-33-22354562, E – mail: eia-kolkata@eicindia.gov.in			
xii	Shri Subir Kr. Roy Joint Director(I/C) EIA-Kolkata	For all matters pertaining to EIA-Kolkata & its sub-offices	Dr. Mahendra S. Shirsath, Deputy Director, EIA-Kolkata
<b>Export Inspection Agency-Kochi (EIA-Kochi)</b> (Ministry of Commerce & Industry, Govt. of India) 27/1767 A, Shipyard Quarters Road, Panampilly Nagar (South), Kochi - 682 036 Tel: 0484-2314645/2316946/2316949, Fax:0484-2316948, E – mail: eia-kochi@eicindia.gov.in			
xiii	Shri G.P.Mondal, Deputy Director (I/C) EIA-Kochi	For all matters pertaining to EIA-Kochi & its sub-offices	Shri S.K.Tandon, Deputy Director, EIA-Kochi

<b>Export Inspection Agency-Chennai (EIA-Chennai)</b> (Ministry of Commerce & Industry, Govt. of India) 6th Floor CMDA Tower II, No: 1 Gandhi Irwin Road, Egmore, Chennai - 600 008. Tel: +91-44-28552841/42, Fax:+91-44-28552840, E-Mail: eia-chennai@eicindia.gov.in			
xiv	Dr. Ananda Gupta Deputy Director (I/C) EIA-Chennai	For all matters pertaining to EIA-Chennai & its sub-offices	Shri Tangirala Srinivas, Deputy Director (NT) EIA-Chennai

2. Shri Rajiv Raizada, Additional Director, EIC (E-mail: [adddir@eicindia.gov.in](mailto:adddir@eicindia.gov.in)) shall continue to be the First Appellate Authority (FAA) as per section 19(1) of RTI Act, 2005 for EIC as well as the EIAs.
3. For EIC, Shri Parmod Siwach, AD (T) shall coordinate the work related to RTI Cell with the assistance of two Data Entry Operators already provided. This cell will be responsible for receiving and monitoring the disposal of RTI applications addressed to CPIOs listed at serial I to ix above and Appeals. Any RTI application addressed to any PIO of EIC and all Appeals shall be received in this Cell for necessary recording, distribution and monitoring of their disposal. RTI applications related to multiple PIOs in EIC will be handled by Shri Parmod Siwach based on information furnished by concerned PIOs. This Cell would coordinate with PIOs in EIC & CPIOs of EIAs and file periodical returns related to RTI. All PIOs in EIC, while responding to the RTI applications shall invariably mark a copy to RTI Cell for record keeping.
4. All EIAs and every division / section in EIC will ensure that maximum possible information related to their Agency / Division / Section is placed on the website for information of the public.
5. The present incumbent officer(s) as and when replaced by another officer(s), the new incumbent officer(s) will automatically be the CPIO/ACPIO, as the case may be, in respect of the subject matter(s) so assigned.
6. This order will come into force with immediate effect.

  
 (Kannan Kasturi NS)  
 Deputy Director (NT)

To

1. All Officers concerned of EIC and EIAs
2. PS to Director (I&Q/C), EIC, New Delhi.
3. Hindi Section- with request for Hindi version
4. Computer Section- for uploading the Order on EIC's website
5. Training Cell for organising work shop on RTI Act.
6. RTI Cell/Office Orders File/Guard File

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