



भारत सरकार
आयुष मंत्रालय

भारतीय चिकित्सा एवं होम्योपैथी भेषज संहिता आयोग

(भारतीय चिकित्सा एवं होम्योपैथी केन्द्रीय औषधि प्रयोगशाला)
कमला नेहरू नगर, गाजियाबाद (उ.प्र.) एन.सी.आर. दिल्ली - 201002

Government of India
Ministry of Ayush

Pharmacopoeia Commission for Indian Medicine & Homoeopathy

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सत्यमेव जयते

पत्रांक सं. PCIM&H/E.12028/Gen.Esst./2022-23/ 14-05

दिनांक: 02.11.2023

कार्यालय आदेश

पिछले आदेशों को अधिक्रमित करते हुए, सभी अधिकारियों/कर्मचारियों का कार्य आवंटन तत्काल प्रभाव से नीचे निर्दिष्ट सीमा तक संशोधित किया जाता है।

In suppression of previous orders in this regard, the work allocation of all the officers/staff stands revised to the extent specified below with immediate effect.

Section-wise Work allocation

Sections/Tasks	Coordinating Officer & Supporting Officials	Reporting officer
Chemistry	Dr. Anupam Maurya SO (Chem.), Dr. Sweta Mohan SO (Chem.) Ms. Devki Pant, RO(Trg.) Dr. Raju Khousi Pawar, RA (Chem.) Sh. Satish Kumar SA (Chem.) Sh. Kuldeep Singh SA (Chem.) Sh. Divya Saurabh Kushwaha SA (Chem.) Sh. Rajneesh Kumar LA Ms. Shabnam Singh LA	Dr. S.C. Verma, PSO (Chem.)
Receipt of legal samples	Ms. Devki Pant, RO (Trg.) Sh. Kuldeep Singh, SA (Chem.)-(Sample Warden)	
Microbiology	Dr. M. Ramesh, SO (Micro.) Dr. Akhilesh Tiwari, SA (Micro.)	
Pharmacology	Dr. Ramachandran S. SO (P'cology)	
Homoeopathy	Dr. M. Ramesh, SO (Micro.) Ms. Devki Pant, RO (Trg.) Dr. Lalit Tiwari, SA (Phg.)	
RTI Matters	CPIO1: Dr. Ramachandran S., SO (P'cology) CPIO2: Dr. M. Ramesh, SO (Micro.) DPIO: Dr. Sweta Mohan, SO (Chem.)	
Rajbhasha	Dr. Sweta Mohan, SO (Chem.) Sh. Divya Saurabh Kushwaha, SA (Chem.)	
Pharmacognosy	Dr. Nitin Rai, SO (Phg.) Ms. Nilima Singh, RA (Phg.) Sh. Jitendra Pal Singh, RA (Phg.) Dr. Lalit Tiwari, SA (Phg.) Sh. Sanjeev Gupta LA	Dr. Jayanthi A., PSO (Phg.)
Expert meetings and Desktop publications	Dr. Vijay Gupta, PSO (Ayu.) Dr. V. Vijayakumar, SO (Siddha) Dr. Nikhil Mukund Jirankalgikar, SO(Ayu.)	

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Sections/Tasks	Coordinating Officer & Supporting Officials	Reporting officer
General administration and maintenance of building premises	Dr. Anupam Maurya, SO (Chem.) Sh. Rahul Kala, Store Officer Sh. Rajneesh Kumar, LA Sh. Sanjay Singh Rawat, Jr. Technician Sh. Ravinder Kumar Causal Labour (T/S)	Dr. Vijay Gupta, PSO (Ayu.)
Stores	Sh. Rahul Kala, Store Officer Sh. Rajesh Sharma, LA Ms Shabnam Singh, LA	
Public Grievances and Legal Matters	Dr. Ramachandran S., SO (P'cology) Dr. Akhilesh Tiwari, SA (Micro.) Sh. Jitendra Pal Singh, RA (Phg.)	
Management of Website & payment gateway and E-office	Dr. Ramachandran S., SO (P'cology) Dr. Lalit Tiwari, SA (Phg.)	
Parliament Questions & Report compilation	Dr. V. Vijayakumar, SO (Siddha) Dr. Lalit Tiwari SA (Phg.)	
Swachhata Action Plan	Dr. Nitin Rai SO (Phg.) Ms. Nilima Singh RA (Phg.) Sh. Satish Kumar SA (Chem.)	
Ayurveda, Siddha, Unani & Sowa-Rigpa	Dr. V. Vijayakumar, So (Siddha) Dr. Nikhil Mukund Jirankalgikar, SO (Ayu.) (Ay, U & SR)	
Pharmacy	Dr. V. Vijayakumar, SO (Siddha) Dr. Nikhil Mukund Jirankalgikar, SO (Ayu.) (Ay, U & SR)	
Budget, Finance, Accounts, Audit, PFMS etc.	Dr. Anupam Maurya, SO (Chem.) Sh. Anil Babu, (Assistant) Sh. Rajneesh Kumar, LA	
Establishment	Dr. Nikhil Mukund Jirankalgikar, SO (Ayu.) Sh. Afzal Hashmi, SRF (Chem.) Sh. Pawan Kumar Shyam, MTS	
Compassionate appointment/Welfare Officer	Dr. V. Vijayakumar, SO (Siddha) Sh. Satish Kumar, SA (Chem.)	
Record Management	Dr. V. Vijayakumar, SO (Siddha)-Record Officer Sh. Divya Saurabh Kushwaha, SA (Chem.)-Record Asstt.	
Maintenance of library and sale of publications	Dr. Nitin Rai, SO (Phg.) Sh. Harish Chandra, MTS Sh. Debaranjan Samal, Jr. Technician	

All the reporting officers shall report the matters to the undersigned.

(Signature)
02/11/23
डॉ. रमन मोहन सिंह
निदेशक

सेवा में:

1. समस्त अधिकारी/कर्मचारी
2. नोटिस बोर्ड
3. ई-ऑफिस में आवश्यक परिवर्तन हेतु आईटी अनुभाग