

Updated on 04.05.2017

## *RIGHT TO INFORMATION ACT, 2005*



NATIONAL CENTRE FOR ANTARCTIC & OCEAN RESEARCH  
(An Autonomous Body under the Ministry of Earth Sciences, Government of India)  
Headland Sada, Vasco-da-Gama, Goa – 403 804

DISCLOSURE OF INFORMATION AS PER THE REQUIREMENT OF SECTION 4 OF THE  
RIGHT TO INFORMATION ACT-2005

## (i) Particulars of Organization, Functions and Duties

### Introduction



National Centre for Antarctic and Ocean Research (NCAOR), formerly known as the “Antarctic Study Centre” an autonomous R & D organization of the Ministry of Earth Sciences, Government of India, is involved in conducting and facilitating a variety of scientific research activities ranging from co-ordinating and implementing the National Polar Programme, to scientific research in the Southern Ocean realm. Spread across 1,47, 660 sq. mtr. of area on the Sada Headland, overlooking the Arabian Sea, this Centre, since its inception has been playing a key role in:

- the overall planning, co-ordination and implementation of the scientific programmes mounted in Antarctica
- Establishing and maintaining National Research bases in Arctic and Antarctica and for providing the operational and logistic support for the Annual Indian Scientific Expeditions to both Arctic and Antarctica as well as to Southern Ocean.
- Implementation of the Indian Continental Shelf Programme on behalf of the Ministry .
- Technical management of the country’s flagship ORV Sagar Kanya and other vessels chartered by the Ministry
- Surveys in Exclusive Economic Zone (EEZ) of India, an undertaking marine geological studies .



In addition to the above, the Centre has a well-focused scientific mandate of initiating and supporting basic and applied research in a variety of scientific disciplines and themes that are otherwise not being pursued by any institution or laboratory in the country. This scientific mandate recognizes, as its backdrop, the need to understand the relationships of the polar, atmospheric, and southern ocean realms vis-à-vis global processes, the importance of the Antarctic and Southern Ocean regions for our understanding of the global environment, the need to understand these regions as unique entities, and the opportunities presented by these realms as research platforms.

At NCAOR, the scientific endeavors are multidisciplinary in scope and content. The institute boasts of the country’s only ice-core archival, processing and analytical facilities



comprising an ultra-cold room at a temperature of  $-20^{\circ}\text{C}$  and a class 100 clean room. The analytical instrumentation for the ice samples consists of such state-of-the-art tools as Inductively Coupled Plasma, Mass Spectrometer for high sensitivity ultra-trace elemental studies, reagent-free Ion Chromatograph, Stable Isotope



Mass Spectrometer, etc. Complementing the chemical studies of the ice samples brought from Antarctica are the research activities of the Southern Ocean group with its expertise in physical, chemical, biological and geological oceanographic studies. Environmental and ecological studies pertaining to the pristine continent of Antarctica are two of the other emerging thrust areas of research at NCAOR

## **MISSION MANDATE**

**To plan, promote, co-ordinate and execute the entire gamut of polar science and logistic activities of the country in order to ensure a perceptible and influential presence of India in Antarctica and to uphold our strategic interests in the global framework of nations in the southern continent and the surrounding oceans.**

## Institutional Framework

NCAOR is led by a Governing Council comprising of 12 members representing a cross section of the country's leadership in Polar and Ocean Sciences, research education and administration. The Secretary, Ministry of Earth Sciences, who is also the ex-officio, Chairman, of the Governing Council, appoints the Committee. A Research Advisory Committee headed by Prof. H.K. Gupta, Member AERB, President-Geological Soc. of India & IUGG advises the Centre on the formulation of the R&D programmes keeping in view the national priorities, the international developments in Polar Sciences and the opportunity areas. The overall responsibility for the planning, administration and functioning of the Centre as well as for the execution of the in-house R&D activities is vested with the Director, who is also the Member-Secretary of the Governing Council as well as that of Research Advisory Committee.

To cater to its mission mandate as well as to ensure the smooth and efficient functioning of the Centre, the institutional framework of NCAOR has been organized into different scientific, technical and management divisions/services, as follows:

- Programme Planning and Evaluation
- National Antarctic Programme (NAP)
- National Arctic Program
- Oceanographic Surveys and Services Group (OSSG)
- Southern Ocean Group
- In- House Research and Development Group
- Legal Continental Shelf Project
- Exclusive Economic Zone (EEZ) Surveys
- Management Services (Administration, Finance, Procurement & Stores)

The detailed information on Divisions as detailed below is given as links in NCAOR website [www@ncaor.gov.in](http://www@ncaor.gov.in)

- (i) **Powers and Duties of its Officers and Employees**
- (ii) **The procedure followed in its decision making process, including channels of supervision and accountability**
- (iii) **The norms set by it for the discharge of its functions**
- (iv) **The rules, regulations, instructions, manuals and records used by its employees for discharging its functions**

The Governing Council is the decision taking authority on all NCAOR matters; however, GC has vested the Administrative and Financial powers to Director, NCAOR. While performing the duties assigned to the different officers/staff, they exercise the powers as prescribed in the guidelines issued by the Ministry of Earth Sciences/Government of India from time to time, as well as those prescribed under different Manuals such as the General Financial Rules, the Manual of Office Procedures, the NCAOR Manual on Personnel & Administration Rules and Regulations 2003, etc.

- v. **Statement of the categories of the documents held by it or under its control**
- vi. **The particulars of any arrangement that exists for consultation with, or representation by the members of the public, in relation to the formulation of policy or implementation thereof.**

There is no provision to seek direct consultation/participation of public or its representatives for formulation of policies of NCAOR or for its implementation. The policies are framed after due deliberations in the Research Advisory Council, Finance Committee and with the approval of the Governing Council of NCAOR / the Government of India.

- vii. **A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted by it. Additionally, information as to whether the meetings of these are open to the public or the minutes' of such meetings are accessible to the public**

The affairs of NCAOR are mainly monitored /controlled/ administered by three major committees i.e. (i) Governing Council (GC), (ii) Research Advisory Committee (RAC), & (III) Finance Committee (FC). The composition of the three Committees are as detailed below. The Minutes of the GC, RAC & FC meetings are not accessible to the public.

#### **GENERAL BODY & GOVERNING COUNCIL MEMBERS**

1	Secretary, Ministry of Earth Science	Chairman
2	Prof. H. K. Gupta, Member AERB, President -Geological Soc. of India & IUGG	Member
3	Addl. Secretary & Financial Adviser, MoES	Member
4	Joint Secretary (Admin), MoES	Member
5	Director, NIO	Member
6	Dy. Director General, GSI, Faridabad	Member
7	Program Head, MoES	Member
8	Director, NIOT, Chennai	Member
9	Director, NRSC, Hyderabad	Member
10	Director, Naval R&D & Secretary	Member
11	Director, NCAOR	Member secretary

#### **FINANCE COMMITTEE MEMBERS**

1	Addl. Secretary & Financial Adviser, MoES	Chairperson
2	Joint Secretary (Admin), MoES	Member
3	Program Head, MoES	Member
4	Director (Finance), MoES	Member
5	Director, NCAOR	Member Secretary

#### **RESEARCH ADVISORY COMMITTEE MEMBERS**

1	Prof. H. K. Gupta, Member AERB, President -Geological Soc. of India & IUGG	Chairman
2	Prof. B.N. Goswami, Former Director -IITM	Member
3	Prof. Archana Bhattacharyya, Former Director -IIG	Member
4	Dr. A.K. Singhvi, Hon. Scientist PRL & President, Gujarat Science Academy	Member
5	Sh. B.K. Saha, Former Sr. Dy. Director General, GSI	Member
6	Sh. Ashwagosh Ganju, Director, SASE, DRDO	Member
7	Dr. Raj Kumar, Head OSD, AOSG/EPISA, SAC	Member
8	Dr. Anil V. Kulkarni, Distinguished Visiting Scientist, DCCC, IISC, Bangalore	Member
9	Dr. Anil Bhardwaj, Director, SPL, VSSC, ISRO	Member
10	Dr. Yogesh Souche, Scientist 'G', National Centre for Cell Science, Pune	Member
11	Dr. Thamban Meloth, Scientist F, NCAOR	Member Secretary

viii. **Directory of its Officers and Employees**

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	<b><u>Atmosphere-Ocean Interactions</u></b>				
1	Dr. M. Ravichandran	Director	2520876/501	2520877	<a href="mailto:mravi@ncaor.gov.in">mravi@ncaor.gov.in</a>
2	Dr. Nuncio Murukesh (Scientist In-Charge)	Scientist C	2525679		<a href="mailto:nuncio@ncaor.gov.in">nuncio@ncaor.gov.in</a>
3	Mr. Sourav Chatterjee	Scientist B	2525678		<a href="mailto:sourav@ncaor.gov.in">sourav@ncaor.gov.in</a>
4	Mr. Subeesh M.P.	Project Scientist B	2525680		<a href="mailto:subeesh@ncaor.gov.in">subeesh@ncaor.gov.in</a>
	<b><u>Geo-scientific Studies</u></b>				
1	Dr. Dhananjai K. Pandey (Group Director)	Scientist E	2525580		<a href="mailto:pandey@ncaor.gov.in">pandey@ncaor.gov.in</a>
2	Ms. Tejaswini Pakhidde	Coordinator Grade I	2525690		<a href="mailto:tejaswini@ncaor.gov.in">tejaswini@ncaor.gov.in</a>
	<b><u>IODP and Deep Crustal Studies</u></b>				
1	Dr. Dhananjai K. Pandey (Group Director & Scientist In-Charge)	Scientist E	2525580		<a href="mailto:pandey@ncaor.gov.in">pandey@ncaor.gov.in</a>
2	Mr. Rajeev Yadav	Project Scientist B	2525569		<a href="mailto:ryadav@ncaor.gov.in">ryadav@ncaor.gov.in</a>
3	Ms. Bincy P. K.	Jr. Research Fellow	2525690		<a href="mailto:bincypk@ncaor.gov.in">bincypk@ncaor.gov.in</a>
	<b><u>Extended Continental Shelf Programme</u></b>				
1	Dr. Dhananjai K. Pandey (Group Director)	Scientist E	2525580		<a href="mailto:pandey@ncaor.gov.in">pandey@ncaor.gov.in</a>
2	Mr. Ajeet Kumar (Scientist In-Charge)	Scientist C	2525640		<a href="mailto:ajeet@ncaor.gov.in">ajeet@ncaor.gov.in</a>
3	Ms. Prerna R	Project Scientist B	2525569		<a href="mailto:prerna@ncaor.gov.in">prerna@ncaor.gov.in</a>
4	Ms. Nisha Nair	Project Scientist B	2525569		<a href="mailto:nishanair@ncaor.gov.in">nishanair@ncaor.gov.in</a>
	<b><u>Indian Ocean Geoid Low</u></b>				
1	Dr. Dhananjai K. Pandey (Group Director & Scientist In-Charge)	Scientist E	2525580		<a href="mailto:pandey@ncaor.gov.in">pandey@ncaor.gov.in</a>
2	Mr. Lachit N. Singh	Scientist B	2525569		<a href="mailto:lachit@ncaor.gov.in">lachit@ncaor.gov.in</a>
3	Ms. Sulfiath S.	Jr. Research Fellow	2525690		<a href="mailto:sulfiath@ncaor.gov.in">sulfiath@ncaor.gov.in</a>
	<b><u>Deep Sea Exploration and Mapping</u></b>				
1	Dr. John Kurian P. (Group Director)	Scientist E	2525570		<a href="mailto:john@ncaor.gov.in">john@ncaor.gov.in</a>
	<b><u>Hydrothermal Exploration</u></b>				
1	Dr. John Kurian P. (Group Director)	Scientist E	2525570		<a href="mailto:john@ncaor.gov.in">john@ncaor.gov.in</a>
2	Dr. Parijat Roy (Scientist In-Charge)	Scientist D	2525677		<a href="mailto:parijatroy@ncaor.gov.in">parijatroy@ncaor.gov.in</a>
3	Dr. Sheryl O. Fernandes	Project Scientist C	2525680		<a href="mailto:sheryl@ncaor.gov.in">sheryl@ncaor.gov.in</a>
4	Mr. Srinivas Rao Arvapalli	Project Scientist B	2525673		<a href="mailto:srinivas@ncaor.gov.in">srinivas@ncaor.gov.in</a>
5	Mr. Bijesh C.M	Project Scientist B	2525543		<a href="mailto:bijeshcm@ncaor.gov.in">bijeshcm@ncaor.gov.in</a>
6	Mr. Rupesh K. Sinha	Project Scientist B	2525673		<a href="mailto:rupesh@ncaor.gov.in">rupesh@ncaor.gov.in</a>
7	Mr. Mahesh Narayanan	Project Scientist B	2525673		<a href="mailto:maheshn@ncaor.gov.in">maheshn@ncaor.gov.in</a>
8	Dr. Surya Prakash Lankalapalli	Project Scientist B	2525673		<a href="mailto:surya@ncaor.gov.in">surya@ncaor.gov.in</a>
9	Mr. Koushick Sen	Project Scientist B	2525680		<a href="mailto:koushick@ncaor.gov.in">koushick@ncaor.gov.in</a>
10	Mr. Deepak K. Agarwal	Project Scientist B	2525680		<a href="mailto:deepakagarwal@ncaor.gov.in">deepakagarwal@ncaor.gov.in</a>



	<b>Exclusive Economic Survey Mapping</b>				
1	Dr. John Kurian P. (Group Director)	Scientist E	2525570		<a href="mailto:john@ncaor.gov.in">john@ncaor.gov.in</a>
2	Mr. Abhishek Tyagi (Scientist In-Charge)	Scientist C	2525551		<a href="mailto:abhishek@ncaor.gov.in">abhishek@ncaor.gov.in</a>
3	Dr. Sacchi Rajappa	Project Scientist B	2525543		<a href="mailto:sacchi@ncaor.gov.in">sacchi@ncaor.gov.in</a>
4	Mr. Prajith A.	Project Scientist B	2525543		<a href="mailto:prajith@ncaor.gov.in">prajith@ncaor.gov.in</a>
5	Mr. Susanth S.	Project Scientist B	2525543		<a href="mailto:susanths@ncaor.gov.in">susanths@ncaor.gov.in</a>
6	Dr. Twinkle Damodaran	Project Scientist B	2525543		<a href="mailto:twinkle@ncaor.gov.in">twinkle@ncaor.gov.in</a>
	<b>Cobalt Crust</b>				
1	Dr. John Kurian P. (Group Director)	Scientist E	2525570		<a href="mailto:john@ncaor.gov.in">john@ncaor.gov.in</a>
	<b>Planning, Coordination and International Affairs</b>				
1	Dr. Rahul Mohan (Group Director)	Scientist E	2525531/532	2525532	<a href="mailto:rahulmohan@ncaor.gov.in">rahulmohan@ncaor.gov.in</a>
	<b>Programme Planning &amp; Coordination</b>				
1	Dr. Rahul Mohan (Group Director)	Scientist E	2525531/532	2525532	<a href="mailto:rahulmohan@ncaor.gov.in">rahulmohan@ncaor.gov.in</a>
2	Dr. Aivnash Kumar (Scientist In-Charge)	Scientist C			
	<b>International Affairs &amp; Outreach Activities</b>				
1	Dr. Rahul Mohan (Group Director & Scientist In-Charge)	Scientist E	2525531/532	2525532	<a href="mailto:rahulmohan@ncaor.gov.in">rahulmohan@ncaor.gov.in</a>
2	Dr. Swati Nagar	Project Scientist B	2525636		<a href="mailto:swatinagar@ncaor.gov.in">swatinagar@ncaor.gov.in</a>
3	Dr. M. V. Ramesh	Research Associate	2525636		<a href="mailto:mvramesh@ncaor.gov.in">mvramesh@ncaor.gov.in</a>
	<b>Management and Support Services</b>				
1	Mr. Shripathi K. (Group Head)	Manager	2525508/509		<a href="mailto:shri@ncaor.gov.in">shri@ncaor.gov.in</a>
	<b>Administration</b>				
1	Sh. S. Anoop (Section Head)	Joint Manager (Admin)/Administrative Officer	2525555	2525566	<a href="mailto:sanoop@ncaor.gov.in">sanoop@ncaor.gov.in</a>
2	Ms. Sarita Honavarkar	Asst. Manager (Admn.)	2525558		<a href="mailto:sarita@ncaor.gov.in">sarita@ncaor.gov.in</a>
3	Mr. Aman Kumar Sharma	Executive (PR)	2525556		<a href="mailto:aksharma@ncaor.gov.in">aksharma@ncaor.gov.in</a>
4	Mr. Santosh Naik	Jr. Asst. (Driver)	2525560		
5	Ms. Rupali Rane	Jr. Asst. (Admn.)	2525556		<a href="mailto:rupali@ncaor.gov.in">rupali@ncaor.gov.in</a>
6	Ms. Sushama Chodankar	Jr. Asst. (Admn.)	2525559		<a href="mailto:sushma@ncaor.gov.in">sushma@ncaor.gov.in</a>
7	Sh. Mohammad Sayeed	Jr. Asst. (Admn.)	2525556		<a href="mailto:sayeed@ncaor.gov.in">sayeed@ncaor.gov.in</a>
8	Mr. Tari P. Narayan	MTS	2525560		
9	Mr. Jadhav Kishor Kalgo	MTS	2525557		
10	Mr. Umesh Halarnkar	MTS	2525557		
	<b>Library</b>				
16	Ms. Kavari Kumbar	Executive (Library)	2525620		<a href="mailto:library@ncaor.gov.in">library@ncaor.gov.in</a>
	<b>Finance &amp; Accounts</b>				
1	Mr. Shripathi K (Group Head & Section Head)	Manager	2525508/509		<a href="mailto:shri@ncaor.gov.in">shri@ncaor.gov.in</a>
2	Ms. Kaushambi Prashad	Asst. Manager (F&A)	2525564		<a href="mailto:kaushambi@ncaor.gov.in">kaushambi@ncaor.gov.in</a>
3	Mr. A. Lakshmana Rao	Asst. Manager (F&A)	2525687		<a href="mailto:lakshman@ncaor.gov.in">lakshman@ncaor.gov.in</a>
4	Ms. Pratibha Pandey	Sr. Executive (F&A)	2525562		<a href="mailto:pandeypratibha@ncaor.gov.in">pandeypratibha@ncaor.gov.in</a>
5	Mr. Kennedy Sequiera	Jr. Executive (Admn)	2525544		<a href="mailto:kennedy@ncaor.gov.in">kennedy@ncaor.gov.in</a>
6	Mr. Vir Uttam Navso	MTS	2525564		
7	Ms. Rupa Patil	Project Accountant	2525561		<a href="mailto:rupa@ncaor.gov.in">rupa@ncaor.gov.in</a>
	<b>Procurement &amp; Stores</b>				
1	Mr. K. Venkateswarlu (Section Head)	Joint Manager (P&S)	2525571/572		<a href="mailto:warlu62@ncaor.gov.in">warlu62@ncaor.gov.in</a>
2	Mr. Pradeep K. Singh	Sr. Executive (P&S)	2525574		
3	Ms. Axada Satardekar	Jr. Executive (Stores)	2525574		
4	Mr. Tolu D. Velip	MTS	2525576		
5	Mr. Y. Srinivas Rao	MTS	2525576		
	<b>Laboratories</b>				
1	FE-SEM LAB		579		
2	Isotrace Lab		518/519		
3	Plankton Bio Lab		693		
4	MASTIL lab		646		
5	IRMS Lab		625		
6	Ice Core lab/HPLC		627		
7	Wet Chemistry Lab		642		
8	Environmental Lab		675		
9	Polar Biology Lab		628		

10	AAS Lab	639	
11	Hydrothermal	673	
12	Cryo-Bio Lab	582	
13	Sem Lab	634	
	<b>FELLOW LAB</b>		
1	Fellow Lab/Guest House Reception	2525672	
2	Fellow Lab Conference	2525680	
3	G.H. F-9	2525681	
4	G.H. F-10	2525682	
5	G.H. F-11	2525683	
6	G.H. F-12	2525684	
7	G.H. F-13	2525685	
8	G.H. F-14	2525686	
9	G.H. F-15	2525670	
10	G.H. F-16	2525671	
	<b>Security (Main Gate)</b>	2525600 2525601	2525600 & 2525601 is also pilot no. to access the any official's no. which are not shown here.

Fax Nos.:- Director-2520877, Logistics Section-2525520, Administrative Officer-2525566, Joint Manager (P&S)-2525573

Note:- For any details please contact Pilot No. 2525600/601

NCAOR Address: National Centre for Antarctic & Ocean Research  
(Ministry of Earth Sciences, Government of India)  
Headland Sada, Vasco-da-Gama, Goa-403804

**Email** – [info@ncaor.gov.in](mailto:info@ncaor.gov.in)  
**Web Site** – [www.ncaor.gov.in](http://www.ncaor.gov.in)

**ix. the monthly remuneration received by each of its officers and Employees, including system of compensation as provided in its regulations**

The Basic Pay of the Officers/Staff of the National Centre for Antarctic & Ocean Research is as given below. In addition, the officers/staff are drawing admissible allowances as per the orders of the Government of India issued and as implemented at NCAOR from time to time.

Sl. No	Name of the Staff	Designation	Pay Band	Basic pay as on 01.03.2017
	<b><u>Scientists</u></b>			
1	Dr. M. Ravichandran	Director	PB-4	74840
2	Sh. M.J. Beg	Scientist G	PB-4	61510
3	Dr. Thamban Meloth	Scientist F	PB-4	56940
4	Dr. Anil Kumar N.	Scientist F	PB-4	56940
5	Dr. Dhananjai Kumar Pandey	Scientist E	PB-4	51910
6	Dr. Rahul Mohan	Scientist E	PB-4	48920
7	Dr. Shiv Mohan Singh	Scientist E	PB-4	48920
8	Dr. John Kurian P.	Scientist E	PB-4	48920
9	Dr. Alvarinho Luis	Scientist E	PB-4	47490
10	Sh. V.S. Sakthivel Samy	Scientist E	PB-4	47490
11	Dr. Sarat Chandra Tripathy	Scientist E	PB-4	47490
12	Dr. Rajani Kant Mishra	Scientist E	PB-3	46100
13	Dr. Manish Tiwari	Scientist E	PB-3	46100
14	Dr. Parmanand Sharma	Scientist E	PB-3	46100
15	Dr. Anju Pandey	Scientist D	PB-3	33220
16	Dr. Prince Prakash	Scientist D	PB-3	33220
17	Dr. K. P. Krishnan	Scientist D	PB-3	32590
18	Dr. Anoop Kumar Tiwari	Scientist D	PB-3	32590
19	Dr. Laluraj C.M.	Scientist D	PB-3	32590
20	Sh. Lalit Kumar Ahirwar	Scientist D	PB-3	32550
21	Dr. Shailendra Saini	Scientist D	PB-3	32240
22	Dr. Shailesh Pednekar	Scientist D	PB-3	32520
23	Dr. Waliur Rahaman	Scientist D	PB-3	30440
24	Dr. P.V. Bhaskar	Scientist D	PB-3	32210
25	Dr. Sabu p.	Scientist D	PB-3	31300
26	Dr. Babula Jena	Scientist D	PB-3	31300
27	Dr. Yogesh Ray	Scientist D	PB-3	29550
28	Dr. Parijat Roy	Scientist D	PB-3	29550
29	Dr. Avinash Kumar	Scientist C	PB-3	27710
30	Dr. Ravi Mishra	Scientist C	PB-3	27150
31	Sh. Ajeet Kumar	Scientist C	PB-3	27110
32	Dr. Nuncio Murukesh	Scientist C	PB-3	27890
33	Ms. Runa Antony	Scientist C	PB-3	26360
34	Sh. Abhishek Tyagi	Scientist C	PB-3	26360
35	Sh. M.M. Subramaniam	Scientist C	PB-3	26320
36	Ms. Divya David	Scientist C	PB-3	26320
37	Sh. Ravikant Sharma	Scientist C	PB-3	24880
38	Ms. Lathika N.	Scientist C	PB-3	24840
39	Dr. Anand Kumar Singh	Scientist C	PB-3	24840
40	Sh. Sourav Chatterjee	Scientist B	PB-3	22280
41	Sh. Vikash Kumar	Scientist B	PB-3	21630
42	Sh. N. Lachit Singh	Scientist B	PB-3	21630
43	Ms. Archana Singh	Scientist B	PB-3	21630

<b>Ministerial/ Scientific Support / Technical</b>				
44	Sh. K. Shripathi	Manager	PB-3	32610
45	Sh. S. Anoop	Joint Manager (Admin)	PB-3	21000
46	Sh. K. Venkateswarlu	Joint Manager (P&S)	PB-2	29530
47	Sh. Manoj Jayant Oturkar	Dy. Manager (P&S)	PB-2	24340
48	Sh. Ganesh Chandvale	Scientific Asst. Grade B	PB-2	25280
49	Ms. Kaushambi Prashad	Asst. Manager (F&A)	PB-2	23880
50	Sh. Bhikaji Laxman Redkar	Scientific Asst. Grade B	PB-2	19180
51	Sh. Anemi Lakshmana Rao	Asst. Manager (F&A)	PB-2	17560
52	Ms. Sarita Honavarkar	Asst. Manager (Admn)	PB-2	17040
53	Ms. Pratibha Pandey	Sr. Executive (F&A)	PB-2	15670
54	Ms. Sahina Gazi	Scientific Asst. Grade A	PB-2	15210
55	Sh. Ashish Paiguinkar	Scientific Asst. Grade A	PB-2	15210
56	Ms. Nazira Begum	Scientific Asst. Grade A	PB-2	14760
57	Sh. Pradeep Kumar Singh	Sr. Executive (P&S)	PB-2	15880
58	Ms. Kaveri Kumbhar	Executive (Library)	PB-1	13200
59	Ms. Reena S. Naik	Coordinator Grade II	PB-1	16120
60	Sh. Aman Kumar Sharma	Executive (PR)	PB-1	13000
61	Ms. Pallavi R. Naik	Executive (Admin)	PB-1	13000
62	Ms. Tejaswini Pakhidde	Coordinator Grade I	PB-1	11510
63	Sh. Kennedy C. Sequeira	Jr. Executive (Admin)	PB-1	12620
64	Sh. Nexsan Barreto	Technician Grade B	PB-1	11170
65	Ms. Axada Satardekar	Jr. Executive (P&S)	PB-1	10840
66	Sh. Santosh Naik	Jr. Assistant (Driver/Helper)	PB-1	11920
67	Ms. Rupali Rane	Jr. Assistant (Admin)	PB-1	9260
68	Ms. Sushama H. Chodankar	Jr. Assistant (Admin)	PB-1	9260
69	Sh. Mohd. Sayeed	Jr. Assistant (Admin)	PB-1	8990
70	Sh. Tari P. Narayan	MTS	PB-1	11130
71	Smt. Shyamala K.G. Nair	MTS	PB-1	11130
72	Sh. Radhika Sawant	MTS	PB-1	11130
73	Sh. Vir Uttam Navso	MTS	PB-1	11130
74	Smt. Sita R. Bandekar	MTS	PB-1	11130
75	Sh. Jadhav Kishor Kalgo.	MTS	PB-1	11130
76	Sh. Tolu D. Velip	MTS	PB-1	11130
77	Sh. Umesh Halarnkar	MTS	PB-1	11130
78	Sh. Y. Srinivas Rao	MTS	PB-1	7890

x. **The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made**

**Budget Allocation 2016-17**

**Rs. in crores**

<b>Scheme, etc</b>	<b>Sr. No</b>	<b>Major Head</b>	<b>B.E. 2016-2017</b>
Central Plan	1	Polar Science: Expedition to Antarctica	109.43
	2	Indian Scientific Expedition to Southern Ocean	29.41
	3	Indian Arctic Programme	7.66
	4	Cryosphere & Climate	16.65
	5	NCAOR: Manpower, Maintenance & Infrastructure	16.47
	6	Acquisition of a Polar Research Vessel ( Ice -breaker, Research cum Supply Vessel)	3.50
	7	Pre-investment activity for Acquisition of Ocean Research Vessels	2.54
	8	Delineation of the Outer limit of the Indian Continental Shelf	12.53
	9	Deep Crustal Studies of Indian Continental Margins & its Interior	1.32
	10	Exploring the Origin of the Largest Geoid Low on Earth	13.76
	11	Geoscientific studies of the Exclusive Economic Zone	41.91
	12	Survey, Exploration & EIA activities under Polymetallic Hydro Sulphides Programme	33.46
	13	Survey & Exploration under Polymetallic Nodules Programme	9.78
	14	Environmental Impact Assessment (EIA) study under Polymetallic Nodules Programme	5.70
	15	Scientific Studies & Technology Development for Exploration and Extraction of Gas Hydrates	6.70
	16	Scientific Ocean Drilling in Indian Ocean through Integrated Ocean Drilling Programme (IODP)	1.78
	17	Scientific Deep Drilling in Koyna Intra-plate Seismic Zone of Maharashtra	26.47

**xi. the manner of execution of subsidy programmes, including the amounts allocated and the details and beneficiaries of such programmes**

Since the Centre is fully functioning under the Grant-in-aids of Govt. of India, no subsidy is given to any person/organization.

**xii. particulars of recipients of concessions, permits or authorizations granted by it**

The activities of the National Centre for Antarctic & Ocean Research do not involve sanction for the grant of Concession/Permits/Authorization of any kind.

**xiii. details of the information available to, or held by it, reduced in an electronic form**

NCAOR has its own website [www.ncaor.gov.in](http://www.ncaor.gov.in) wherein information in detail is available about the NCAOR and its various activities

**xiv. the particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.**

NCAOR library is maintained for the use of NCAOR scientists and employees. The students from Colleges, Universities and /or Academic Institutions can consult library after taking due approval. The desired information can be obtained from the Information Officers of NCAOR under the Right to Information Act-2005 from 0900 hrs to 1730 hrs on all working days. However the information is also available on :-

- (1) NCAOR web site
- (2) Through Newspapers – as & when published
- (3) Notice Board
- (4) Printed Report (**Annual Report**)
- (5) NCAOR Facebook & Twitter account

**xv. the names, designations and other particulars of the Public information Officer**

Director, NCAOR has been designated as First Appellate Authority and Administrative Officer has been designated as Central Public Information Officer.

**Appellate Authority**

Secretary, Ministry of Earth Sciences, New Delhi who is Ex-Officio Chairman of the Governing Council of NCAOR is the Appellate Authority for dealing with the Appeals referred in Section 19 of the Right to Information Act-2005

## GENERAL INFORMATION

<u>OFFICIALS</u>	<u>DESIGNATION</u>	<u>TEL. NO.</u>
Dr. M. Ravichandran	First Appellate Authority	2520876(O), 2525610/2525611(R)
Shri. S. Anoop	Central Public Information Officer	2525555(O)
Working Hours	9.00 a.m. to 05.30 p.m. each working day	

Under Clauses (b) & (C) of sub-section (2) of section 27 of the Right to Information Act, 2005 the fee structure are as under which are payable at Vasco-da-Gama, drawn in favour of NCAOR by way of **Bank Demand Draft** only.

- a) a request for obtaining information under sub-section (1) of section 6 the Application fee will be Rs. 10/-
- b) for providing the information under sub-Section (1) of section 7 the fee shall be charged : Rs. 2/- per page
- 1 – for each page (in A-4 or A-3 size paper)
  - 2 – actual charge or cost price of a copy in large size paper
  - 3 – Inspection of record
- No fee for one hour. Thereafter  
Rs. 5/- for each 15 minutes
- a) for providing the information under subsection (5) of section 7 the Fee shall be charged :
- 1 – Diskette or Floppy Rs. 50/-
  - 2 – For information in printed form Rs. 2/- per page

**Note : No fees shall be charged who live below the poverty line to make an application for disclosure of information.**

**NCAOR Address :** National Centre for Antarctic & Ocean Research  
(M/o Earth Sciences Government of India)  
Headland Sada, Vasco-da-Gama,  
Goa – 403 804

**Email** – [info@ncaor.gov.in](mailto:info@ncaor.gov.in)  
**Web Site** – [www.ncaor.gov.in](http://www.ncaor.gov.in)

**ÀãÓ,Èãè¾ã ,ãâ,ãþãŠÃãä,þãŠ þläâ  
Ôã½ãìªÆãè ,ãâ¶ãìÔãâ£ãã¶ã þãŠñ¶ªÆ  
National Centre for Antarctic & Ocean Research  
Öñ;Êãõ¥; Ôã;ã, ìããÔþãŠãñ-;ã-Øãã½ãã  
Headland Sada, Vasco-da-Gama  
Øããñläã/Goa-403804**

No: NCAOR/I/Gen(6)/12

Date: 20.02.2017

**OFFICE MEMORANDUM**

Sub:- Nomination of First Appellate Authority & Central Public Information Officer  
under Right to Information Act, 2005 – Reg.

In terms of Section 5 and Section 19 of the Right to Information Act, 2005 and in supersession of earlier orders issued on the subject, the following officers are hereby designated as Central Public Information Officer (CPIO) and First Appellate Authority (FAA) for providing information/ considering appeal in respect of applications preferred by person seeking information/ appeals under RTI Act, 2005 in respect of NCAOR.

**First Appellate Authority:**

Dr. M. Ravichandran

Director

National Centre for Antarctic & Ocean Research

Headland Sada, Vasco-da-Gama

Goa – 403804.

Tel: 0832-2525501/2520876

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**Central Public Information Officer:**

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Administrative Officer

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This issues with the approval of Competent Authority.

(þÔã. ,ã¶ãìª/ S. Anoop)  
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Administrative Officer

To,

All concerned

Copy for information to:

- 1) The Director, CMLRE, Kochi
- 2) The Director, ICMAM-PD, Chennai
- 3) The Director, INCOIS, Hyderabad
- 4) The Director, NIOT, Chennai
- 5) Shri. E. Haque, Scientist C, CPIO, MoES, New Delhi

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Administrative Officer



**Sub: Declaration of PIOs/Appellate Authorities for MoES and its Attached Office/ Autonomous Body**

The following officials has been declared as the CPIOs (Central Public Information Officer) and Appellate Authorities for MoES and its Attached Offices/ Autonomous Bodies.

<b>Sr. No</b>	<b>Name of the Department</b>	<b>CPIO (Central Public Information Officer)</b>	<b>First Appellate Authority</b>
1	MoES (Hqr)	Shri. Ehtasham-ul-Haque, Scientist 'C'	Shri. Vivek Mishra, Director
2	NCAOR, Goa	Shri. S. Anoop, Administrative Officer	Dr. M. Ravichandran, Director