

RIGHT TO INFORMATION ACT, 2005



NATIONAL CENTRE FOR POLAR & OCEAN RESEARCH
(Erstwhile 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

Particulars of Organization, Functions and Duties

Introduction



National Centre for Polar and Ocean Research (NCPOR), (formerly known as the “Antarctic Study Centre” and “National Centre for Antarctic & Ocean Research”) 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 study.



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 NCPOR, 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°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 NCPOR

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

NCPOR 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 Dr. Shailesh Nayak, Distinguished Scientist and Former Secretary, MoES 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 NCPOR 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 NCPOR website www@ncpor.res.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 NCPOR matters; however, GC has vested the Administrative and Financial powers to Director, NCPOR. 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 NCPOR 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 NCPOR / 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 NCPOR 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	Dr. M. Ravichandran, Secretary Ministry of Earth Sciences (MoES)	Chairman
2	Shri Vishvajit Sahay, Additional Secretary & Financial Adviser, Ministry of Earth Sciences (MoES)	Member
3	Ms. Indira Murthy, Joint Secretary, Ministry of Earth Sciences(MoES)	Member
4	Dr. Shailesh Nayak, RAC Chairman, NCPOR, Distinguishes Scientist & Former Secretary MoES	Member
5	Dr. Sunil K.Singh, Director, CSIR-National Institute of Oceanography (NIO), Goa	Member
6	Dr. Raj Kumar, Director National Remote Sensing Centre (NRSC), Hyderabad	Member
7	Dr. V.M. Tiwari, Director CSIR-National Geophysical Research Institute (NGRI), Hyderabad	Member
8	Dr. G.A. Ramadass, Director, NIOT, Chennai	Member
9	Dr. G.V.M. Gupta, Director CMLRE, Kerala	Member
10	Dr. Vijay Kumar, Programme Head (NCPOR), MoES National Remote Sensing Centre (NRSC), Hyderabad	Permanent Invitee
11	Representative, NITI Aayog	Invitee
12	Director, NCPOR	Member secretary

FINANCE COMMITTEE MEMBERS

1	Shri Vishvajit Sahay Additional Secretary & Financial Adviser, Ministry of Earth Sciences (MoES)	Chairperson
2	Ms. Indira Murthy, Joint Secretary, Ministry of Earth Sciences(MoES)	Member
3	Dr. Vijay Kumar, Programme Head (NCPOR), MoES National Remote Sensing Centre (NRSC), Hyderabad	Member
4	Director (Finance) / Deputy Secretary, MoES	Member
5	Director, NCPOR	Member Secretary
6	Senior Administrative Officer, NCPOR	Member
7	Finance Officer/ Accounts Officer, NCPOR	Member

RESEARCH ADVISORY COMMITTEE MEMBERS

1	Dr. Shailesh Nayak, Director, National Institute of Advanced Studies (NIAS) & Former Secretary, Ministry of Earth Sciences, New Delhi	Chairman
2	Dr. Prakash Chauhan, Director, Indian Institute of Remote Sensing (IIRS), Indian Space Research Organization (ISRO), Dehradun	Member
3	Dr. R. Krishnan, Executive Director, Centre for Climate Change Research (CCCCR) Indian Institute of Tropical Meteorology, Pune	Member
4	Dr. N.C. Pant, Professor, Department of Geology Centre of Advanced Study, University of Delhi	Member
5	Dr. K.S. Krishna, Professor, Centre for Earth Ocean and Atmospheric Sciences University of Hyderabad	Member
6	Dr. Yogesh Shouche, Scientist G, National Centre for Cell Science (NCCS), Pune	Member
7	Prof. John Turner, Senior Climatologist, British Antarctic Survey, Cambridge, UK	Member
8	Dr. Arild Sundfjord, Norwegian Polar Institute, Tromsø, Norway	Member
9	Dr. Satish Singh, Institut de Physique du Globe de Paris (IPGP), France	Member
10	Director, ESSO-National Centre for Polar and Ocean Research	Member
11	Dr. Thamban Meloth, Scientist G, ESSO-National Centre for Polar and Ocean Research	Member-Secretary

viii. Directory of its Officers and Employees

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1	Sh. S. Anoop (Section Head)	Administrative Officer / Joint Manager (Admin)	2525555		sanoop@ncpor.res.in
2	Ms. Sarita Honavarkar	Asst. Manager (Admn.)	2525558		sarita@ncpor.res.in
3	Sh. Ravinder Singh	Sr. Executive (Admin)	2525556		ravinder@ncpor@res.in
4	Sh. Aman Kumar Sharma	Executive (PR)	2525557		aksharma@ncpor.res.in

5	Sh. Santosh Naik	Jr. Asst. (Driver)	2525560		
6	Ms. Rupali Rane	Jr. Asst. (Admn.)	2525556		rupali@ncpor.res.in
7	Ms. Sushama Chodankar	Jr. Asst. (Admn.)	2525559		sushama@ncpor.res.in
8	Sh. Mohammad Sayeed	Jr. Asst. (Admn)	2525556		sayeed@ncpor.res.in
9	Sh. Jadhav Kishor Kalgo	MTS	2525560		jadhav@ncpor.res.in
10	Sh. Umesh Halarnkar	MTS	2525557		umeshr@ncpor.res.in
11	Sh. Kedar Talaulikar	Officer (Admin, Gen Admin & Services)	2525512		officer- admin@ncpor@res.in
<u>Learning Resource Center</u>					
1	Dr. Waliur Rahaman (In-Charge)	Scientist E	2525637		waliur@ncpor.res.in
2	Ms. Kaveri Kumbar	Executive (Library)	2525620		library@ncpor.res.in
3	Ms. Shyamala KG Nair	MTS	2525620		shyamala@ncpor.res.in
4	Ms. Khushi P Tari	MTS	2525620		khushi@ncpor.res.in
<u>Finance & Accounts</u>					
1	Sh. S. Anoop (Section Head)	Administrative Officer / Joint Manager	2525555		sanoop@ncpor.res.in
2	Ms. Kaushambi Prashad	Asst. Manager (F&A)	2525564		kaushambi@ncpor.res.in
3	Sh. Rahul P Ghule	Asst. Manager (F&A)	2525561		rahulghule@ncpor.res.in
4	Sh. Kennedy Sequiera	Jr. Executive (Admn)	2525544		kennedy@ncpor.res.in
5	Sh. Vir Uttam Navso	MTS	2525564		
6	Sh. Vikram Shet	Officer (Finance & Accounts)	2525573		officer-fin1@ncpor.res.in
7	Sh. Purushottam Keni	Officer (Finance & Accounts)	2525573		officer-fin2@ncpor.res.in
8	Sh. Uttam Naik	Consultant	2525564		fac@ncpor.res.in
9	Sh. Vidya Bhushan	Executive Asst. (F&A)	2525564		vidyabhushan@ncpor.res.in
10	Ms. Shafula G Shetty	Executive Asst. (F&A)	2525561		shafula@ncpor.res.in
<u>Procurement & Stores</u>					
1	Sh. Venkateswarlu Kota (Section Head)	Joint Manager (P&S)	2525571		sanoop@ncpor.res.in
2	Sh. A. Lakshmana Rao	Asst. Manager (F&A)	2525512		lakshman@ncpor.res.in
3	Sh. Saroj Kumar Pattanayak	Coordinator Grade-III	2525576		saroj@ncpor.res.in
4	Sh. Pradeep K. Singh	Sr. Executive (P&S)	2525574		pradeep@ncpor.res.in
5	Ms. Axada Satardekar	Jr. Executive (Stores)	2525574		akshada@ncpor.res.in
6	Sh. Tolu D. Velip	MTS	2525576		tolu@ncpor.res.in
7	Sh. Varun Gupta	Officer (Purchase & Stores)	2525512		officer- ps1@ncpor.res.in

8	Sh. Nikhil G Gurav	Executive Asst. (P&S)			nikhil@ncpor.res.in
<u>Rajbhasha Cell</u>					
1	Dr. Ravi Mishra (Rajbhasha Officer)	Scientist E	2525640		ravimishra@ncpor.res.in
2	Sh. Saurabh Bhatt	Jr. Translation Officer	2525512		saurabhbhatt@ncpor.res.in
<u>Laboratories</u>					
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		
<u>FELLOW LAB</u>					
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		
	Security (Main Gate)		2525600 2525601	2525600 & 2525601 is also pilot no. to access any official's no. which are not shown here.	

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

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

Email - info@ncpor.res.in
Web Site - www.ncpor.res.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 Polar & Ocean Research is as given below (not in order of seniority). In addition, the officers/staff are drawing admissible allowances as per the orders of the Government of India issued and as implemented at NCPOR from time to time.

Sl. No	Name of the Staff	Designation	Pay Level	Basic pay as on 01.02.2022
1	Sh. Mirza Javed Beg	Scientist G	14	188200
2	Dr. Thamban Meloth	Scientist G	14	177400
3	Dr. Anil Kumar N.	Scientist G	14	177400
4	Dr. Dhananjai Kumar Pandey	Scientist F	13A	161300
5	Dr. Rahul Mohan	Scientist F	13A	156600
6	Dr. John Kurian P.	Scientist F	13A	156600
7	Sh. V. Sakthivel Samy	Scientist F	13A	156600
8	Dr. Sarat Chandra Tripathy	Scientist F	13A	152000
9	Dr. Rajani Kanta Mishra	Scientist F	13A	152000
10	Dr. Manish Tiwari	Scientist F	13A	147600
11	Dr. Parmanand Sharma	Scientist F	13A	147600
12	Dr. Alvarinho Luis	Scientist E	13	147000
13	Dr. K. P. Krishnan	Scientist E	13	142700
14	Dr. Anoop Kumar Tiwari	Scientist E	13	142700
15	Dr. Laluraj C.M.	Scientist E	13	138500
16	Sh. Lalit Kumar Ahirwar	Scientist E	13	138500
17	Dr. Prince Prakash	Scientist E	13	134500
18	Dr. Shailendra Saini	Scientist E	13	134500
19	Dr. Waliur Rahaman	Scientist E	13	130600
20	Dr. Babula Jena	Scientist E	13	130600
21	Dr. Parijat Roy	Scientist E	13	126800
22	Dr. Yogesh Ray	Scientist E	13	126800
23	Dr. Parli Vekateswaran Bhaskar	Scientist E	13	126800
24	Dr. Sabu P.	Scientist E	13	126800
25	Dr. Avinash Kumar	Scientist E	13	126800
26	Dr. Ravi Mishra	Scientist E	13	126800
27	Dr. Shailesh Pednekar	Scientist E	13	123100
28	Dr. Nuncio Murukesh	Scientist D	12	86100
29	Sh. Abhishek Tyagi	Scientist D	12	86100
30	Shri. M.M. Subramaniam	Scientist D	12	86100
31	Dr. Rohit Srivastava	Scientist D	12	86100
32	Sh. Ajeet Kumar	Scientist D	12	86100
33	Ms. Divya David T.	Scientist D	12	86100
34	Dr. Runa Antony	Scientist D	12	83600

35	Sh. Ravikant Sharma	Scientist D	12	83600
36	Dr. Anand Kumar Singh	Scientist D	12	83600
37	Dr. Sunil V	Scientist D	12	78800
38	Sh. Sourav Chatterjee	Scientist D	12	78800
39	Sh. Vikash Kumar	Scientist C	11	74000
40	Sh. N. Lachit Singh	Scientist C	11	74000
41	Ms. Archana Singh	Scientist C	11	74000
42	Dr. Nisha Nair	Scientist C	11	71800
43	Dr. Bhanu Pratap	Scientist C	11	69700
44	Sh. S. Anoop	Administrative Officer	10	65000
45	Shri Venkateswarlu Kota	Joint Manager (P&S)	9	90300
46	Shri Manoj Jayant Oturkar	Dy. Manager	8	74300
47	Shri. Ganesh Chandvale	Scientific Assistant Grade B	7	76500
48	Ms. Kaushambi Prashad	Asst. Manager (F&A)	7	72100
49	Sh. Bhikaji Laxman Redkar	Scientific Assistant Grade B	7	58600
50	Shri Anemi Lakshmana Rao	Asst. Manager (F&A)	7	53600
51	Ms. Sarita Honavarkar	Asst. Manager (Admn)	7	53600
52	Sh. Rahul P Ghule	Asst. Manager (F&A)	7	46200
53	Ms. Pratibha DS. Pandey	Senior Executive (F&A)	6	47600
54	Sh. Saroj Kumar Pattanayak	Coordinator Grade-III	6	46200
55	Ms. Sahina Gazi	Scientific Assistant Grade 'A'	6	46200
56	Sh. Ashish Paigunekar	Scientific Assistant Grade 'A'	6	46200
57	Ms. Nazira Begum	Scientific Assistant Grade A	6	44900
58	Sh. Pradeep Kumar Singh	Senior Executive (P&S)	6	47600
59	Sh. Bala Laxman Mhadgut	Scientific Assistant Grade A	6	41100
60	Ms. Viola Rodrigues	Scientific Assistant Grade A	6	41100
61	Sh. Ravinder Singh	Sr. Executive (Admin)	6	39900
62	Sh. Saurabh Bhatt	Junior Translation Officer	6	38700
63	Ms. Reena S. Naik	Coordinator Grade -II	5	48200
64	Ms. Kaveri Kumbar	Executive (Lib)	5	40400
65	Sh. Aman Kumar Sharma	Executive (PR)	5	39200
66	Ms. Pallavi R. Naik	Executive (Admin)	5	39200
67	Shri.Kennedy C. Sequeira	Jr.Exe. (Admin)	4	38600
68	Ms. Tejaswani Pakhidde	Coordinator Grade -I	4	35300
69	Shri. Nexsan Barreto	Technician Grade 'B'	4	33300
70	Ms. Axada G. Satardekar	Jr. Ex. (Stores)	4	32300
71	Shri. Santosh Naik	Jr. Asst. (Driver cum Helper)	3	37200
72	Ms. Rupali A. Rane	Jr. Asst. (Admin)	2	28400
73	Ms. Sushama H. Chodankar	Jr. Asst. (Admin)	2	28400
74	Sh. Mohd Sayed	Jr. Asst. (Admin)	2	27600
75	Smt. Shyamala K.G. Nair	Multi Tasking Staff	2	34000

76	Smt. Radhika Sawant	Multi Tasking Staff	2	34000
77	Shri. Vir Uttam Navso	Multi Tasking Staff	2	34000
78	Smt. Sita R. Bandekar	Multi Tasking Staff	2	34000
79	Shri. Jadhav Kishore Kalgo	Multi Tasking Staff	2	34000
80	Shri. Tolu D. Velip	Multi Tasking Staff	2	34000
81	Shri Umesh Halarnkar	Multi Tasking Staff	2	34000
82	Ms. Khushi P Tari	Multi Tasking Staff	1	18500

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

(Annual report for F.Y. 2020-21 available on website www.ncpor.res.in)

Income F.Y. 2020-21

Amount in Rs.(₹)

Income	31-03-2021	31-03-2020
Grants	1,63,43,92,155	3,07,20,91,176
Income from Services	4,68,500	320,153
Interest Earned	46,14,857	4,288,056
Other Income	73,55,194	21,586,349

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 Polar & 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

NCPOR has its own website www.ncpor.res.in wherein information in detail is available about the NCPOR 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.

NCPOR library is maintained for the use of NCPOR 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 NCPOR 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) NCPOR web site (2) Through Newspapers – as & when published
(3) Notice Board (4) Printed Report ([Annual Report](#))
(5) NCPOR [Facebook](#) & [Twitter](#) account

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

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

GENERAL INFORMATION

<u>OFFICIALS</u>	<u>DESIGNATION</u>	<u>TEL. NO.</u>
Sh. Mirza javed Beg	First Appellate Authority	0832-2525521,
Shri. S. Anoop	Central Public Information Officer	0832-2525555
Working Hours	09:00 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 NCPOR 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 fee shall be charged under RTI Act from persons who live below the poverty line.

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

Email – info@ncpor.res.in
Web Site – www.ncpor.res.in

ई एस एस ओ - राष्ट्रीय अंटार्कटिक एवं समुद्री अनुसंधान केन्द्र
ESSO - NATIONAL CENTRE FOR ANTARCTIC AND OCEAN RESEARCH

हेड्लैण्ड सडा, वास्को-द-गामा, गोवा- 403804
Headland Sada, Vasco-da-Gama – Goa – 403 804

No: HRA-13016/112021-ADMIN-NCPOR

Date: 25.10.2021

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 NCPOR.

First Appellate Authority:

Mr. Mirza Javed Beg

Director (Additional Charge)

National Centre for Antarctic & Ocean Research

Headland Sada, Vasco-da-Gama

Goa – 403804.

Tel: 0832-2525 521

Email: mjbeg@ncpor.res.in

Central Public Information Officer:

Shri S. Anoop

Administrative Officer

National Centre for Antarctic & Ocean Research

Headland Sada, Vasco-da-Gama

Goa – 403804.

Tel: 0832-2525555

Email: sanoop@ncpor.res.in

This issues with the approval of Competent Authority.

Sd/-

(एस. अनूप/ S. Anoop)

प्रशासनिक अधिकारी/ Administrative Officer

To,

All concerned

Copy for information to:

Dr. Bhavya Khanna, Scientist D, CPIO, MoES, New Delhi

Sd/-

(एस. अनूप/ S. Anoop)

प्रशासनिक अधिकारी/ 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.

Sr. No	Name of the Department	CPIO (Central Public Information Officer)	First Appellate Authority
1	MoES (Hqr)	Dr. Bhavya Khanna, Scientist 'D'	DS/Director, MoES, New Delhi
2	NCPOR, Goa	Shri. S. Anoop, Administrative Officer	Sh. Mirza Javed Beg, Director (Addl. Charge)