



वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्
COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH
(विज्ञान एवं प्रौद्योगिकी मंत्रालय, भारत सरकार)



सीएसआईआर-भारतीय विषविज्ञान अनुसंधान संस्थान
CSIR-INDIAN INSTITUTE OF TOXICOLOGY RESEARCH
MINISTRY OF SCIENCE & TECHNOLOGY, GOVT. OF INDIA)

संख्या:आईआईटीआर/समिति/2024
No. :IITR/Committee/2024

दिनांक: 21-08-2024
DATED:21-08-2024

कार्यालय ज्ञापन/Office Memorandum

निदेशक, सीएसआईआर-आईआईटीआर ने (आरपीबीडी की e-ऑफिस फ़ाइल कम्प्युटर संख्या 130586 में प्राप्त अनुमोदन के आधार पर) संस्थान की निम्न स्थायी समितियों का गठन किया है जो आपको सूचनार्थ संलग्न है।
The Director, CSIR-IITR has constituted the following Standing Committees of the Institute (on the basis of the approval contained in the RPBD e-Office File Computer No. 130586) which are enclosed for your kind information.



(एल.एन.पाण्डेय)/(L N Pandey)
अनुभाग अधिकारी (सा0)/Section Officer (Gen)

प्रतिलिपि:-

1. सभी को इंटरनेट के द्वारा सूचनार्थ/All are informed through Intranet.
2. प्रमुख आरपीबीडी/Head, RPBD
3. निदेशक के प्रधान निजी सचिव/ Principal Private Secretary to Director



CSIR-IITR Standing Committees

S. No.	Committee	Member	Role
1.	Business Development Committee (Including Product / Technology / IPR evaluation)	Director Dr. K.C. Khulbe Dr. A.B. Pant Dr. Dharendra Singh Dr. R. Parthasarathi Dr Sandeep Sharma Dr Preeti Chaturvedi Dr. Rachana Kumar Dr. Ankkur Goel	Chairman Alternate Chairman Member Member Member Member Member Member Convener

The Terms of Reference (ToR) of the above Committee will be:

- ✓ Develop and suggest strategies for enhancing business opportunities, revenue generation through contract research, technology/IP licensing, technical services etc.
- ✓ Identify new business opportunities in the thrust areas of the Institute.
- ✓ Evolve modalities to facilitate the ease of doing business.
- ✓ Augment interaction with industries.
- ✓ Recommend reasonable price of the institute's commercialize technology base.
- ✓ Committee may co-opt members from other Divisions, if needed.
- ✓ Work on any other matter assigned by the Competent Authority.

2.	HR / Skill Development Committee	Dr. Ravi Ram Kristipati Dr Parthasarathi Ramakrishna Dr. Preeti Chaturvedi Dr. Raja Gopal Dr. Akhilesh Yadav Dr. Pradeep K Sharma	Chairman Member Member Member Member Convener
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The Terms of Reference (ToR) of the above Committee will be:

- ✓ To enhance the outreach of the Institute's skill development initiatives and identify areas of gaps where trained manpower would be required in future.
- ✓ To formulate and implement new diploma and certificate courses having market relevance and acceptance.
- ✓ Provide assistance to scholars from Universities/Colleges for undertaking HR/Skill programs organized by the Institute.
- ✓ Work on any other matter assigned by the Competent Authority.

CSIR-IITR Standing Committees

3.	Laboratory Safety Committee	Dr. Ratan Singh Ray Dr A.B. Pant Dr. R.K. Chaturvedi Dr. Satyakam Patnaik Dr. Aruna Satish SO (F&A) Civil Engineer EME Security Officer Dr. D. Ghosh	Chairman Member Member Member Member Member Member Member Convener
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The Terms of Reference (ToR) of the above Committee will be:

- ✓ To promote a safe working environment with respect to chemical and physical hazards in all research and teaching laboratories on campus.
- ✓ Advise on necessary safety measures (First aid kit availability, safety signs, PPE, electrical-, mechanicals-, Fire-, Chemical-hazards).
- ✓ Develop, recommend, update, and maintain policies and procedures applicable to the chemical and physical health and safety practices at IITR in order to promote safe research practices.
- ✓ Shall recommend or initiate remedial actions when safe procedures are not followed or when procedures are not in compliance with regulations or set guidelines.
- ✓ Work on any other matter assigned by the Competent Authority.

4.	ICT (Website) Management Committee	Dr. R. Parthasarathi Dr. Sandeep Singh Dr. Nidhi Gupta Shri Sarfaraz Ahmad Shri Shyam Kumar Pal	Chairman Member Member Member Convener
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The Terms of Reference (ToR) of the above Committee will be:

- ✓ Ensuring website functionality and performing regular software updates.
- ✓ Monitoring assessing and reporting on website performance.
- ✓ Ensuring that all content on the website is always authentic up-to-date and obsolete information or services are deleted.
- ✓ Developing and or updating content with the help of Divisional representatives.
- ✓ Website auditing: ease of browsing, design, and overall presentation. Quality and quantity of information and services.
- ✓ Automated reporting for identifying broken links on the site, which can be immediately corrected.
- ✓ Search Engine Optimization (SEO) so that the sites visibility is enhanced.
- ✓ Work on any other matter assigned by the Competent Authority.

CSIR-IITR Standing Committees

5.	KRC Advisory Committee	Dr. M.P. Singh Dr. Rajnish Chaturvedi Dr. D. Ghosh Dr Parathasarathi Ramakrishna Dr. Anurag Tripathi Mr. Rakesh Singh Bisen Dr. Aruna Satish	Chairman Co-Chairman Member Member Member Member Convener
<p>The Terms of Reference (ToR) of the above Committee will be:</p> <ul style="list-style-type: none"> ✓ To advise the management on matters of policy relating to the development of KRC. ✓ To outline the library collection developing policy. ✓ To monitor and evaluate trends and developments in information technologies, networking, library automation, library cooperation and to assist the KRC in their adoption. ✓ To suggest ways and means to generate revenue from the library resources. ✓ To interact with KACs of other CSIR labs on matters of mutual interest. ✓ To formulate plan for the development of library infrastructure, facilities, products and services. ✓ Work on any other matter assigned by the Competent Authority. 			
6.	Canteen Committee (Main Campus)	Dr. Vikas Srivastava Dr. Alok Pandey Dr. Sandeep Sharma Dr Bhumika Ray Shri R.P. Tripathi, FAO Shri Uttam Kumar Jha- AO(I) Shri Ram Narayan Shri Anuj Deep Shri Ajay Prasad	Chairman Member Member Member Member Member Member Member Secretary
	Canteen committee (CRK Campus)	Dr. Akshay Dwarkanath Dr. Sandeep Negi Dr. Preeti Bhardwaj Shri Satyaram Shri Pradeep Kumar	Chairman Member Member Member Secretary

CSIR-IITR Standing Committees

7.	Animal Facility Committee	Dr. Akshay Dwarkanath Dr. Mahadeo Kumar Dr. Jyotsana Singh Dr. Beena B. Dr. Anjeneya Dr. Dharendra Singh	Chairman Member Member Member Member Convener
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The Terms of Reference (ToR) of the above Committee will be:

- ✓ To ensure smooth, seamless running of the Animal Facility of CSIR-IITR.
- ✓ To provide experimental animals to Scientists for experimental purposes.
- ✓ To improve and enhance the sale of experimental animals to external clients, following the set guidelines.
- ✓ Work on any other matter assigned by the Competent Authority.

8.	Medical Committee	Dr. K.C. Khulbe Dr. A.B. Pant Dr. K.M. Ansari Medical Officer, CSIR Disp. Shri Uttam Kumar Jha, AO (I) Shri Surya Kant Singh, FAO Shri Laxmi N Pandey, SO(G)	Chairman Member Member Member Member Convener
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The Terms of Reference (ToR) of the above Committee will be:

- ✓ Identify measures for providing easy and affordable healthcare facilities to the employees and dependents of CSIR-IITR staff (like expanding the ambit of cashless facilities etc.)
- ✓ Work on any other matter assigned by the Competent Authority.

9.	Weekly Seminar Committee	Dr. S. Bandyopadhyay Dr. Sandeep Sharma Dr. Bhumika Ray Dr. KM Ansari	Chairperson Member Member Convener
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The Terms of Reference (ToR) of the above Committee will be:

- ✓ To schedule and facilitate the conduct of weekly seminars by Staff of CSIR-IITR.
- ✓ Work on any other matter assigned by the Competent Authority.

CSIR-IITR Standing Committees

10.	Parliament Questions/ Audit Para/ C-DIS	Dr. KC Khulbe Dr. Ankkur Goel Shri Syed Ibrahim	Chairman Member Convener
<p>The Terms of Reference (ToR) of the above Committee will be:</p> <ul style="list-style-type: none"> ✓ To consolidate, compile and send timely responses related to PQ's and Audit Paras. ✓ Liaison with other Divisions and Sections of the Institute for getting timely inputs/data for compilation of the responses. ✓ Work on any other matter assigned by the Competent Authority. 			
11.	Placement Cell	Dr. A.B. Pant Dr. Ravi Ram Kristipati Dr. Satyakam Patnaik Dr Debabrata Ghosh	Nodal Officer Member Member Member Convener
<p>The Terms of Reference (ToR) of the above Committee will be:</p> <ul style="list-style-type: none"> ✓ Identify linkages and provide assistance to students of CSIR-IITR in getting placement/job opportunities. ✓ Work on any other matter assigned by the Competent Authority. 			
12.	External PhD Committee	Dr. Ravi Ram Kristipati Dr. Prabhanshu Tripathi Dr. Nidhi Gupta Dr. Smriti Priya	Chairman Member Member Convener
<p>The Terms of Reference (ToR) of the above Committee will be:</p> <ul style="list-style-type: none"> ✓ To evaluate and suggest the merits of the proposals given by guides/scholars for registration to the PhD programs outside the ambit of AcSIR. ✓ Work on any other matter assigned by the Competent Authority. 			
13.	Space Allocation Committee	Dr KC Khulbe Dr Akshay Dwarkanath Dr AB Pant Dr Parathasarathi Ramakrishna Dr Jyotsna Singh Dr Preeti Chaturvedi Shri R K Upadhyay, SEE	Chairman Member Member Member Member Member Convener

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CSIR-IITR Standing Committees

14.	Institute Internal Audit Team	Shri Mahesh Babu, SO (F&A) Shri LN Pandey, SO (G) Shri Anuj Deep, ASO (F&A)	Head, Audit Party (Director Nominee) Member, Nominee of AO Member, Nominee of FAO
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The Terms of Reference (ToR) of the above Committee will be:

- ✓ Shall carry out annual internal compliance, financial and performance audit of the Institute, as and when required.
- ✓ Work on any other matter assigned by the Competent Authority.

