

# **THIRD PART AUDIT UNDER RTI ACT FOR PROACTIVE DISCLOSURE**

## **1. Organisation and Function**

### **1.1 Particulars of its organisation, functions and duties [Section 4(1)(b)(i)]**

#### **1.1.1 Name and Address of the Organization :**

CSIR-Indian Institute of Petroleum, Mohkampur,

Dehradun-248 005

Ph: (O) 0135-2525709, 2660124

Email: [director\[at\]iip\[dot\]res\[dot\]in](mailto:director@iip.res.in)

URL: <https://www.iip.res.in/reach-us/>

#### **1.1.2 Head of the Organization :**

Dr Anjan Ray Director,

CSIR-Indian Institute of Petroleum, Mohkampur, Dehradun-248 005

Ph: (O) 0135-2525709, 2660124

Email: [director\[at\]iip\[dot\]res\[dot\]in](mailto:director@iip.res.in)

URL: <https://www.iip.res.in/director-3/about/>

#### **1.1.3 Vision, Mission and Key Objectives:**

- **Vision:**

- ✓ To provide globally competitive solutions for sustainable energy

- **Mission**

- ✓ To provide competitive and sustainable technologies and products to meet the requirements of the ever growing energy sector

- ✓ Exploit renewable resources and waste materials to develop low cost pathways for making fuels and chemicals available even from non-fossil sources

- ✓ Capacity and capability to develop new energy areas such as bio, hydrogen and solar energy and their innovative combination

- ✓ Continue to remain an excellent center for learning in the energy sector to meet HRD requirements both nationally and internationally

- ✓ Support to Government agencies for major policy decisions

URL: <https://www.iip.res.in/about-us/vision-mission-and-charter/>

- **Key Objectives :**

- ✓ Undertake R&D work in petroleum refining, natural gas, petrochemicals, and utilization of petroleum products for developing novel, state-of-the-art technologies and products
- ✓ Train personnel for regulatory bodies, hydrocarbon, automotive and related industry
- ✓ Conduct market demand surveys and techno-economic feasibility studies for petroleum products
- ✓ Assist Bureau of Indian Standards (BIS) in formulation of specifications for petroleum products.
- ✓ Provide technical support & Technological services to refining and related industries.
- ✓ To assist the petroleum industry in absorption, adoption and selection of technologies.

#### **1.1.4 Functions and duties :**

- **Organisation**

Indian Institute of Petroleum is one of the premier institutes of Council of Scientific and Industrial Research, (CSIR) and is accredited with ISO 9001:2000 certification. IIP provides Research and Development as well as technical support to the downstream sector of the hydrocarbon industry. It develops and transfers technologies to industry, in the area of petroleum refining, natural gas, petrochemicals, chemicals and utilization of petroleum products. It provides technical services to the industry, imparts training to the personnel of the related industry, assists BIS in formulation of standards for petroleum products and conducts techno-economic feasibility studies & market demand surveys of petroleum products. It plays an important role in assisting refineries in absorption, adaptation and selection of technologies and in optimization of unit operations. It was established in September 1960 by an Act of Parliament to provide technical and scientific support to the entry of public sector in the hydrocarbon industry at that time. Initially from 1962-66, it had technical collaboration with Francais du Petrole (IFP) France. The Institute has its vast campus amidst lush green tea gardens in the foothills of Garhwal Himalayas, at Dehradun. It has been functioning in this campus since April 1963. Institute has qualified, experienced and dedicated staff of R & D scientists and skilled technical personnel. Detailed information is available at its website [www.iip.res.in](http://www.iip.res.in).

- **Resource Base**

CSIR-IIP has a strong resource base- both in terms of scientific staff and financial resources. While its experienced scientific and supporting staff constitute about 74% of its total strength, the majority of scientific staff hold Ph.D. Degree. Presently the strength of Scientists and Technical Officer is 130. The institute has strengthened its financial base through external earnings to an extent of 50% of the grant it gets from the CSIR, which speaks volumes about the faith the industry has put in the Institute. In the period 2002-05, 91 Research Papers were published. The Impact Factor of these research papers has seen a steady growth and is now at the scale of 1.76. Thirty-six (Indian and Foreign) patents were filed and 49 patents (Indian and Foreign) were granted in this period. Fifteen Doctoral theses were awarded by various Universities based on the research work conducted in the Institute.

- **R&D Infrastructure**

CSIR-IIP has a strong infrastructure support for R&D activities and state-of-the-art facilities for analysis, evaluation and testing of crude oil, petroleum products, chemicals and catalysts. Facilities include computer-controlled fully automatic pilot plants and micro-reactor units for catalyst and process development, multipurpose fully automated pressure swing adsorption unit, biotechnological research facilities, lubrication testing facilities, laser particle size analyser, short-path molecular distillation system, software for computer simulation & modelling and computer networking. Engine testing laboratory is equipped with chassis dynamometer for HDC vehicles and cars. CFR engines for MON & RON, automatic exhaust emission analyser, MPFI testing and dilution tunnel for particulate measurement. The Institute has a workshop for designing and fabrication of metallic and glass equipments, captive power generation and its own water supply system.

- **Core competence**

CSIR-IIP's core competence encompasses diverse aspects of R&D in the downstream sector of petroleum industry as listed below:

- ✓ Crude evaluation and physicochemical characterization of petroleum products
- ✓ Catalyst and conversion processes
- ✓ Separation processes
- ✓ IC engine studies including emissions and alternative fuels studies
- ✓ Industrial and domestic combustion
- ✓ Tribological studies
- ✓ Process development for petrochemicals and intermediates and for biocatalytic processes
- ✓ Development of additives and specialty chemicals for hydrocarbon sector

- ✓ Molecular level characterization of petroleum products and related products
- ✓ Simulation, modelling and process design

- **Major Processes & Products Developed and Commercialized**

The Institute follows a consortium approach for development of its technologies and for providing the total engineering package to its clients. Most of the R & D projects have industrial partners in development.

The Institute has developed several world class technologies in the refining and related areas. Thirty eight technologies having licensed capacity around 28 million tonnes per annum have been transferred to industry. Almost, every Indian refinery in the country has technologies licensed by the Institute.

Major services being provided by the Institute to the industry

- **Technical Assistance**

Technical assistance and consultancy is provided to refineries on various refining operation and related activities. Chemical analysis by state-of-the-art equipment and performance evaluation of petroleum products is conducted on standard engines. Lubricating oil, additives fuel, fuel saving additives and devices are evaluated by field trials. Testing and evaluation of fuels and oils for emission type approval, octane / cetane rating of gasoline/diesel fuel and rating of engine components is provided. Emission evaluation of power generator sets for COP testing, and testing of smoke measuring equipments is also taken up. IIP provides engine oil qualification certificates against BIS specifications.

- **Training**

The Institute conducts specialized training programmes for technical personnel from refineries, petrochemical plants, automotive industry and power plants. These programmes are designed as per specific requirements. Faculty is mostly drawn from the Institute itself but is supplemented with experts in specific areas invited from other organizations. On an average 15-20 programmes are presently conducted per year. So far 5000 personnel from various industries have been trained at IIP. It would not be an exaggeration to say today in the Indian hydrocarbon industry there is hardly any person who has not had his training and knowledge brush-up at the IIP.

- **Fuel Testing Laboratory (FTL)**

Another landmark contribution of the Indian Institute of Petroleum to the society in general is the conduct of the Fuel Testing Laboratory (FTL) in the National Capital Region (NCR) of NOIDA, which keeps a check on the fuel quality in the NCR. IIP's key role consists in analysis of gasoline, diesel

and kerosene for checking the adulteration as well as in framing specifications, selection, commissioning and calibration of equipments.

- **Awards and Recognitions**

The Institute and its scientists have received many prestigious awards in recognition of excellence in various fields. IIP has the distinction of bagging CSIR Best Technology Awards in the past eleven years of institution of such awards by CSIR. IIP has received TDB National Award and ICC, FICCI, ICMA, NRDC Awards for its technologies.

IIP is a member of various National bodies and is recognized by Indian Universities and academic institutions to conduct research leading to award of Master and Doctorate Degrees. The Institute has so far produced 50 Ph.D's in different disciplines relevant to R & D activities of the Institute during last 10 years. The scientists of the Institute are members on the editorial boards of reputed International and National Journals. Universities invite the eminent scientists of the Institute as guest faculty and external examiners.

- **International Linkages**

With liberalization of Indian economy to integrate with global economy, CSIR-IIP has moved towards globalization of its technologies. It has forged alliance with several prestigious international organizations such as SINTEF, Norway; CDTech, USA, Indorama Eleme Petrochemical Limited, Nigeria, Clariant Corporation, USA etc. The negotiations and discussions are in process with UOP, USA; GTC, USA, Blyth Corporation USA, KBR, USA, Exxon Mobil, USA, etc.;

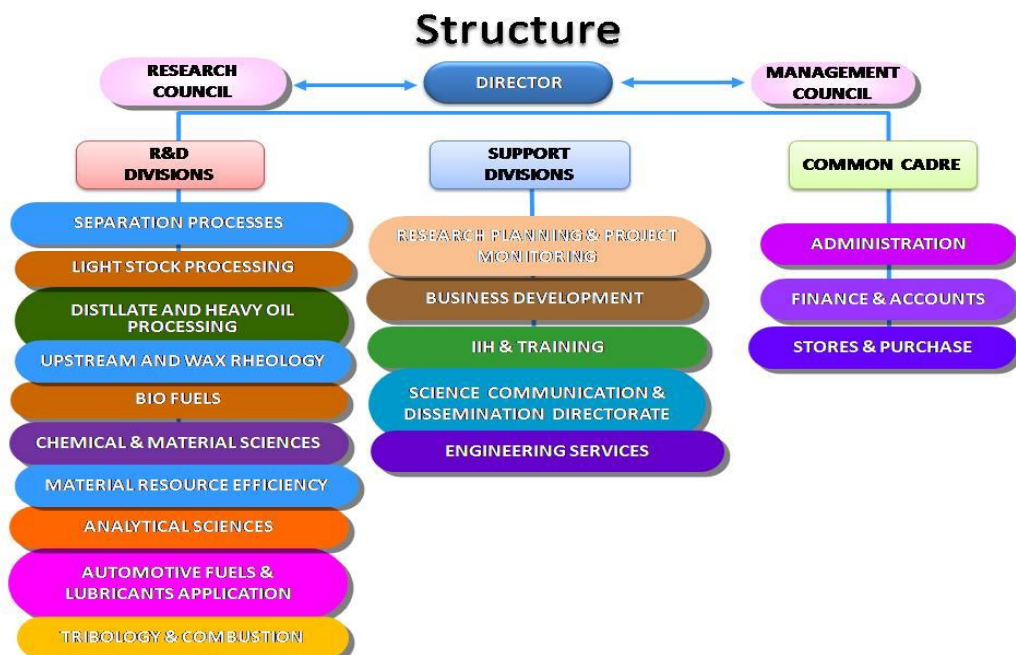
- **Transfer of CSIR-IIP Technologies**

Within the scope of the licence of CSIR-IIP process, which grants the right to use CSIR- IIP's know-how, CSIR-IIP ensures the supply of all required technical documentation, full training of licencees personnel in CSIR-IIP's facilities, all necessary assistance for the start-up of the licensee's plant and the disclosure of all future improvements of the CSIR-IIP process as and when required.

- **The Road Ahead**

The institute would focus on new generation fuels and lubricants, upgradation and development of refining processes for heavier and high sulphur crudes, alternative fuels like the conversion of biomass to fuels, biodiesel, conversion and utilization of natural gas including methane and biodegradable lubricants.

1.1.5 **Organization Chart :** (URL: <https://www.iip.res.in/organizational-structure/>)



1.1.6 **Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt:**

(<https://www.iip.res.in/about-us/profile-2/>)

- The Indian Institute of Petroleum, one of the constituent laboratories under the umbrella of Council of Scientific & Industrial Research (CSIR), was established on September 26, 1960. The Institute has continued its efforts to grow into an internationally renowned R&D organization, providing quality research and innovative technologies for the national and international market place and to produce technical support to the industry. Accredited with ISO 9001: 2015 certificate, Institute is devoted to multidisciplinary areas of Research and Development in the downstream sector of hydrocarbon and related industry.

**List of Head of Department (Directors) since its inception :**

| Sl. No. | Name                   | From          | TO         |
|---------|------------------------|---------------|------------|
| 1       | Dr J W Whitekar        | November 1960 | March 1963 |
| 2       | Dr M G Krishna         | 24.6.1964     | 03.06.1974 |
| 3       | Dr I B Gulati          | 04.06.1974    | 31.12.1985 |
| 4       | Dr R Krishna           | 28.04.1986    | 01.10.1989 |
| 5       | Dr TSR Prasada Rao     | 20.09.1990    | 31.01.1999 |
| 6       | Mr Sudhir Singhal      | 12.05.2000    | 31.07.2003 |
| 7       | Dr M O Garg            | 15.8.2003     | 13.02.2016 |
| 8       | Dr. Ram A. Vishwakarma | 14.02.2016    | 14.11.2016 |
| 9       | Dr Anjan Ray           | 15.11.2016    | Till date  |

- 1.2 **Power and duties of its officers and employees [Section 4(1) (b)(ii)]**
- 1.2.1 **Powers and duties of officers (administrative, financial and judicial)**
- 1.2.2 **Power and duties of other employees**
- 1.2.3 **Rules/ orders under which powers and duty are derived and**
- 1.2.4 **Exercised**
- 1.2.5 **Work allocation**

➤ *The replies for the above questions have been precisely summed as here under:*

#### **RESPONSIBILITIES OF DIRECTOR**

- Realizing the mission of the Institute.
- Creating an environment in the Institute conducive to nurturing of innovation and high class R&D and the other S&T activities of the institute.
- Managing the affairs of the Institute as per the decisions of the Management Council.

**Director shall in all matters have powers delegated to him by the Governing Body.**

|   |   |
|---|---|
| <b>We are an R&amp;D organization with four broad categories of employees – Officers whose duties are broadly given as under:</b> |   |
| <b>Scientists</b>   | To generate new ideas, conduct research in them and take it to fructification   |
| <b>Technical staff</b>  | To assist the Scientist in their R&D activities.  |
| <b>Supporting staff</b>   | General support to Scientists and Technical staff by way of running/maintaining infrastructure and services.  |
| <b>Administrative staff</b>   | To render all the administrative services starting from Recruitment of staff to retirement/service matters/purchase/ accounting etc. as per rules and regulations on the subject. |

All the powers have been vested with the Director of this Institute. However, some routine day to day functions / decisions which are non discretionary in nature are delegated to various officials, under Delegation of Powers, *ibid*.

The above mentioned work in the respective Section / Divisions are being carried out as per the guidelines laid down by CSIR HQ from time to time along with the Central Government Rules as applicable on CSIR employees.

Delegation of Powers in CSIR for its constituent laboratories/institutes are provided in the following URL <https://www.csir.res.in/csir-search?title=delegation&search=Search>.

Other rules, regulations and bye-laws applicable on CSIR and its constituent laboratories/institutes are provided in the following URL <https://www.csir.res.in/readbook?bid=MTQ4OTE0&submit=view>

### 1.3 Procedure Followed In Decision Making Process [Section 4(1)(b)(iii)]

<https://www.csir.res.in/rules-regulation>

#### 1.3.1 Process of decision making Identify key decision making points

#### 1.3.2 Final decision making authority

#### 1.3.3 Related provisions, acts, rules etc.

#### 1.3.4 Time limit for taking a decisions, if any

#### 1.3.5 Channel of supervision and accountability

➤ *The replies for the above questions have been precisely summed as here under:*

Regarding R&D activities, we have Heads of Divisions who normally take a decision in process making in consultation with the Director. HoDs also supervise the R&D activity in their discipline. The individual scientists reports to the HoDs in consultaion with Head, RPPM and BD. The HoDs are accountable to the Director who in turn report to Research Council. In Administration, we have three wings namely, Administration, Finance & Accounts and Stores and Purchase. All the three wings are headed by Controller of Administration, Controller of F&A and Controller of S&P respectively and directly report to the Director. In addition, various internal committees have been constituted which are bestowed with specific responsibilities to address problems of specific in nature. These committees give their commendations to the Director who would take a final decision. The Director is also the final decision maker in all policy related issues. As mentioned above the final authority in the decision making process rests with the Director and in certain specified matters, the final authority rests with DG, CSIR, as per the Rules, regulations and bye-laws. However, certain powers have been delegated to lower functionaries by the Director. We are guided in our activities by our Controlling Authority, i.e. CSIR. Based on its directives, the decisions are taken at Laboratory level by the Head of the Laboratory, i.e. Director.

**TIME-LIMIT:** As prescribed by Government of India under Manual of Office Procedure and amendments issued from time to time is strictly adhered in the organisation.

### 1.4 Norms for Discharge of Functions

#### 1.4.1 Nature of functions/ services offered

#### 1.4.2 Norms/ standards for functions/ service delivery

#### 1.4.3 Process by which these services can be accessed

#### 1.4.4 Time-limit for achieving the targets

#### 1.4.5 Process of redress of grievances

&

### 1.5 Rules, Regulations, Instructions, Manual and Records for Discharging Functions [Section4(1)(b)(v)]

#### 1.5.1 Title and nature of the record/ manual /instruction.

#### 1.5.2 List of Rules, regulations, instructions manuals and records.

#### 1.5.3 Acts/ Rules manuals etc.

#### 1.5.4 Transfer policy and transfer orders



➤ *The replies for the above questions have been precisely summed as here under:*

As per MOP / CSIR instructions.

Guidelines are framed on the basis of CSIR Rules and Regulations / bye-laws / instructions as amended from time to time.

Rules and regulations are issued from CSIR on various subjects from time to time. A complete list of all the Rules and Regulations is available on the web address as mentioned hereunder: <https://www.csir.res.in/rules-regulation>

<https://www.csir.res.in/csir-search?title=transfer+guidelines&search=Search>

**TIME-LIMIT:** As prescribed by Government of India under Manual of Office Procedure and amendments issued from time to time is strictly adhered in the organisation.

## 1.6 Documents Held Under the Control [Section 4(1)(b) (vi)]

### 1.6.1 Categories of documents

### 1.6.2 Custodian of documents/categories

➤ *The replies for the above questions have been precisely summed as here under:*

Official documents, Scientific Reports, Patents, Technical Reports, MoU's etc. are being held under the control of the laboratory. The details for the same have been provided as hereunder:

| Sl.No. | Category of Documents  | Held by  |
|--------|--|--|
| 1      | (a) Service Matter (Employees) related documents<br>(b) All documents relating to General Administration | Administration (Estt. Section) Administration (Gen. Section) |
| 2      | Documents pertaining to Vigilance and Legal matters  | Administration (Vig./ Legal Section)                         |
| 3      | Documents related to Recruitment, Assessment and Promotions of staff                                     | Administration (R&A Section)                                 |
| 4      | Documents related to Stores and Purchase   | Stores & Purchase Section                                    |
| 5      | Documents related to Financial matters   | Finance & Accounts Section                                   |
| 6      | Documents relating to construction & maintenance works (Civil, Electrical, Mechanical)                   | Engineering Services Division                                |
| 7      | Documents related to In-house, Sponsored, Consultancy, Collaborative, Grant-in-Aid projects              | RPPM / BD Division   |
| 8      | Documents related to Patents & Publication, Training etc.  | IIH Division   |
| 9      | All documents relating to Annual Reports, News Letters   | Public Engagement Directorate                                |

- 1.7 Boards, Councils, Committees And Other Bodies Constituted As Part Of Public Authority [Section 4(1)(b)(viii)]**
- 1.7.1 Name of Boards, Council, Committee etc.**
- 1.7.2 Composition**
- 1.7.3 Dates from which constituted**
- 1.7.4 Term/ Tenure**
- 1.7.5 Powers and functions**
- 1.7.6 Whether their meetings are open to the public?**
- 1.7.7 Whether the minutes of the meetings are open to the public?**
- 1.7.8 Place where the minutes if open to the public are available?**

There are two Councils namely:

- 1. Research Council**
- 2. Management Council**

➤ *The replies for the above questions bearing nos. 1.7.1 to 1.7.5 in reference to Research Council have been precisely summed as here under:*

- (1) Members of Research Council (URL: <https://www.iip.res.in/about-us/research-council/>)**

केन्द्रीय योजना निदेशालय / Central Planning Directorate  
वैज्ञानिक और औद्योगिक अनुसंधान परिषद/Council of Scientific & Industrial Research  
रफी मार्ग, नई दिल्ली-110001 / Rafi Marg, New Delhi-110001

No. 19A/RC(CSIR-IIP)/CPD-2020

Dated: 01.09.2020

कार्यालय ज्ञापन / OFFICE MEMORANDUM

**Sub: Constitution of Research Council of CSIR – Indian Institute of Petroleum (CSIR-IIP), Dehradun**

1. DG, CSIR is pleased to constitute the Research Council (RC) for CSIR – Indian Institute of Petroleum (CSIR-IIP), Dehradun with the following composition and functions:

**A. Composition**

**a. Chairman**

**Shri Dinesh Kumar Sarraf**  
Chairman  
Petroleum and Natural Gas Regulatory Board (PNGRB)  
First Floor  
World Trade Centre  
Bahar Road  
New Delhi – 110 001

**b. External Members**

**Prof. Amitabh Das**  
Department of Chemical Sciences  
Indian Institute of Science Education and Research  
Mohanpur  
Kolkata - 741 246

**Prof. S. Dasappa**  
Department Centre for Sustainable Technologies  
Indian Institute of Science (IISc)  
Bangalore - 560 012

**Prof. Sreedevi Upadhyayalu**  
Department of Chemical Engineering  
Indian Institute of Technology  
Hauz Khas  
New Delhi - 110 016

**Prof. A.S.K. Sinha**  
Director  
Rajiv Gandhi Institute of Petroleum Technology (RGIPT)  
Bahadurpur, Mukhetia More  
Post. Harbanshgani, Jais  
Amethi – 229304

**Shri M.A. Pathan**  
Former Chairman  
Indian Oil Corporation Ltd.  
Indian Oil Bhavan  
G-9, Ali Yavar Jung Marg, Bandra (East)  
Mumbai – 400 051

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**Dr. Nimmi Singh**  
Group General manager  
ONGC Energy Centre  
Plot No. 5A-5B Nelson Mandela Road  
Vasant Kunj  
New Delhi – 110 070

**c. Agency Representative**

**Shri S. Bharatan**  
Chief General Manager - Refinery Projects (Process)  
Hindustan Petroleum Corporation Limited  
Lube Regional office  
2nd Floor, No. 77, Old Madras Road  
Near Tin Factory, K R Puram  
Bangalore – 560 001

**d. DG's Nominee**

**Mrs. Rashmi Urdhwarshhe**  
Director  
The Automotive Research Association of India (ARAI)  
Survey No. 102, Vetal Hill, off Paud Road  
Kothrud  
Pune - 411 038

**e. Sister Laboratory**

**Dr. Nitin K. Labhashetwar**  
Head  
Energy and Resource Management Division  
CSIR-National Environmental Engineering Research Institute  
Nehru Marg  
Nagpur - 440 020

**f. Director**

**Dr. Anjan Ray**  
Director  
CSIR - Indian Institute of Petroleum  
Haridwar Road, IIP, Mohkampur  
Dehradun – 248 005

**g. CSIR Hqrs. Invitee**

**Dr. Meenakshi Singh**  
Chief Scientist  
Technology Management Directorate  
(Socio-economic Ministry Interface)  
Council of Scientific and Industrial Research  
Rafi Marg  
New Delhi – 110 001

**B. Functions**

- i. Advise on the formulation of R&D programmes and future directions of activities of the laboratory keeping in view the CSIR mandate, national priorities and opportunity areas;

4/2/2024

- ii. Suggest networking with other CSIR National Laboratories on programmes of mutual interest i.e. thematic activities;
  - iii. Review R&D activities and research programmes and advise on future directions;
  - iv. Advise on fostering linkages between the laboratory, industry and potential clients;
  - v. Constitute panel of experts for selection of Scientific (Group IV) staff; and
  - vi. Any other function as may be assigned by the Director General / Governing Body.
2. The tenure of the constituted RC is for 3 (three) years from the date of issue of this OM. The Research Council shall meet atleast two times a year.
  3. Secretary of the Research Council shall be nominated by the Director of the concerned laboratory/ institute.
  4. The expenses on TA/DA and honorarium to the non-CSIR members will be borne by the laboratory as per rules.

के. वेण्कटसुब्रमन्यन

(के. वेण्कटसुब्रमन्यन / K. Venkatasubramanian)  
प्रमुख, सीपीडी / Head, CPD

Copy to:

1. Chairman and all the members of Research Council, CSIR-IIP, Dehradun
2. Director, CSIR-IIP, Dehradun
3. Controller of Administration, CSIR-IIP, Dehradun
4. Sr. F&AO / F&AO, CSIR-IIP, Dehradun
5. DS to DG, CSIR HQ.
6. PS to JS(A), CSIR HQ.
7. PS to FA, CSIR HQ.
8. DS (PD), CSIR HQ.
9. HoD, All Directorates / Units of CSIR HQ.
10. Office Copy
11. Guard File

(2) **Members of Management Council** (URL: <https://www.iip.res.in/about-us/management-council/>)

➤ *The replies for the above questions bearing nos. 1.7.1 to 1.7.4 in reference to Management Council have been precisely summed as here under:*

**CSIR-Indian Institute of Petroleum  
Dehradun**

No.IIP/COA/37/2021

Dated: 20.12.2021

**OFFICE MEMORANDUM**

**Sub: Re-constitution of Management Councils of CSIR-IIP for the period 01.01.2022 to 31.12.2023 – regarding.**

**Ref: CSIR vide letter no. 8(22)/2021-PD dated 13.12.2021 .**

In pursuance to the above CSIR Letter, it is hereby notified that, DG, CSIR, in accordance with the Rule-65 of CSIR Rules & Regulations, has approved the reconstitution of Management Council of CSIR-IIP for a period of two years with effect from 01.01.2022, as indicated below:

| Management Council (CSIR-IIP) (01.01.2022 to 31.12.2023) |  |   |
|--|--|---|
| 1.   | Chairman   | Director, CSIR-IIP  |
| 2.   | Four Scientists of the laboratory representing the staff of various age groups | <b>Member</b><br>1. Dr N Vishwanadham, Chief Scientist<br>2. Sh. Sunil Kumar Pathak, Sr.Principal Scientist<br>3. Dr Babita Behra, Principal Scientist<br>4. Dr Ohaswi, Scientist |
| 3.   | One representative of the Technical Personnel                                  | Sh. C D Sharma, Senior Technical Officer(3)   |
| 4.   | Director level Scientist from the same lab. or sister lab.                     | Dr Ashok Kumar, Outstanding Scientist/Scientist 'H' CSIR-CBRI, Roorkee  |
| 5.   | Head, RPBD/PME   | Dr Atul Ranjan, Principal Scientist   |
| 6.   | Controller of Finance & Account/F&AO   | CoFA, CSIR-IIP  |
| 7.   | Member-Secretary   | CoA, CSIR-IIP   |

(Jaswant Rai)  
Controller of Administration &  
Member-Secretary, MC

**Copy to:**

1. The Joint Secretary (Admn), CSIR, Anusandhan Bhawan, 2, Rafi Marg, New Delhi 110 001 for information and record pl.
2. All the concerned officials
3. DIIP – for information pl.
4. All Notice Boards
5. All HODs

प्रशासन नियंत्रक/Controller of Administration  
सी.एस.आई.आर. - भारतीय पेट्रोलियम संस्थान  
CSIR - Indian Institute of Petroleum  
देहरादून/Dehradun-248005

### **1.7.5 Powers and functions of MC**

- To administer and manage the affairs and environs of the laboratory.
  - To write off irrecoverable monetary losses and Stores within the limits prescribed by CSIR
  - To recommend the resource allocation for R&D activities / facilities of lab. / Instt.
  - To monitor the progress of R&D and other activities of the Lab./Instt.
  - To recommend devolution of powers to the Project Leaders for the proper implementation of the projects / activities.
  - To approve contract R&D consultancy projects and licensing of IPR beyond the powers of Director.
  - To consider the annual report of the national Laboratory.
  - To constitute selection committees and assessment committees for all Technical Staff.
  - Any other matter, as may be referred by the Director-General.
- *The replies for the above questions bearing nos. 1.7.6 to 1.7.8 stands:*

The institute has no public dealing hence there is no impact on public at large so the Meetings are not open to public and also the minutes aren't made available.

## **1.8 Directory of Scientists, Officers and Employees [Section 4(1) (b) (ix)]**

### **1.8.1 Name and designation**

### **1.8.2 Telephone, fax and email ID**

- *The replies for the above questions have been precisely summed as here under:*

Please use the web address mentioned hereunder to access the Directory of CSIR-IIP.

URL: <https://www.iip.res.in/people/>

**1.9 The monthly Remuneration received by each of its Officers and Employees  
[Section 4(1) (b) (x)]**

**1.9.1 List of employees with Gross monthly remuneration**

➤ Salary for the month of May 2022 has been attached hereunder :

| <b>SLNO</b> | <b>EMP_ID</b> | <b>EMP_NAM</b>            | <b>GROSS</b> |
|-------------|---------------|---------------------------|--------------|
| 1           | 162           | SMT POONAM GUPTA          | 308216       |
| 2           | 166           | SH RAJESH KUMAR           | 280704       |
| 3           | 708           | DR N VISHWANDHAN          | 290888       |
| 4           | 714           | SH SUDIP KUMAR GANGULI    | 280328       |
| 5           | 785           | DR V V D N PRASAD         | 257296       |
| 6           | 789           | DR MANOJ SRIVASTA         | 272648       |
| 7           | 847           | DR SOUMEN DAS GUPTA       | 221728       |
| 8           | 863           | DR ANIL KUMAR JAIN        | 227398       |
| 9           | 913           | SH SUNIL KUMAR PATHAK     | 250000       |
| 10          | 925           | DR DEVENDRA SINGH         | 242856       |
| 11          | 1117          | DR RAJA RAM BAL           | 228264       |
| 12          | 1045          | SH WITTISON KAMEI         | 196042       |
| 13          | 720           | DR SANAT KUMAR            | 208504       |
| 14          | 1074          | DR D V NAIK               | 190414       |
| 15          | 1075          | DR SWAPNIL DIVEKAR        | 203336       |
| 16          | 1076          | SH LAIRENLKPAM ROBINDRO   | 196042       |
| 17          | 1077          | DR AJAY KUMAR             | 221728       |
| 18          | 1116          | SH M.K SHUKLA             | 185054       |
| 19          | 1118          | DR T BHASKAR              | 220966       |
| 20          | 1120          | DR ANIL KUMAR SINHA       | 227398       |
| 21          | 1146          | DR ATUL RANJAN            | 215344       |
| 22          | 1147          | DR G D THAKARE            | 228264       |
| 23          | 1156          | DR O P KHATRI             | 235864       |
| 24          | 1165          | DR AARTI                  | 197560       |
| 25          | 1166          | DR PANKAJ KUMAR ARYA      | 209264       |
| 26          | 1176          | DR RAJKUMAR SINGH         | 209264       |
| 27          | 1185          | DR SUNIL KUMAR            | 221728       |
| 28          | 1194          | SH SALEEM AKHTAR FAROOQUI | 179828       |
| 29          | 1193          | SH PRASENJIT GHOSH        | 179828       |
| 30          | 881           | DR SUMAN LATA JAIN        | 208504       |
| 31          | 928           | DR BABITA BEHRA           | 185054       |
| 32          | 1157          | DR DEBASHISH GHOSH        | 203336       |
| 33          | 1221          | DR SUNIL KUMAR SUMAN      | 174736       |
| 34          | 1174          | SH INDRAJIT K GHOSH       | 143752       |
| 35          | 1173          | DR BHAVYA B               | 147856       |
| 36          | 1223          | DR DIPTI AGARWAL          | 197560       |
| 37          | 1170          | DR DIPTARKA DASGUPTA      | 203336       |
| 38          | 1231          | DR SAMIR KUMAR MAITY      | 227398       |
| 39          | 1232          | DR SUBHAM PAL             | 143752       |
| 40          | 1233          | DR UMESH KUMAR            | 143752       |
| 41          | 1235          | DR ANKUR BORDOLOI         | 179828       |



|           |             |                              |               |
|-----------|-------------|------------------------------|---------------|
| 42        | 1269        | SH B NEELAM NAIDU            | 123682        |
| 43        | 1268        | KM JYATI TRIVEDI             | 139648        |
| 44        | 1222        | DR PANKAJ KUMAR KANNAUJIA    | 179828        |
| 45        | 1301        | DR INDU SHEKHAR              | 124144        |
| 46        | 1305        | DR SUDHAKAR REDDY YENUMAL    | 110014        |
| 47        | 1304        | DR BIPUL SARKAR              | 110014        |
| <b>48</b> | <b>1302</b> | <b>DR ANJAN RAY</b>          | <b>283142</b> |
| 49        | 1307        | SH AVINASH SURYAKANT MAHTRE  | 110014        |
| 50        | 1308        | DR PARNAB DAS                | 110014        |
| 51        | 1310        | DR ANKUSH BABARAO BINDWAL    | 110014        |
| 52        | 1311        | DR SRINIVAS PADALA           | 139648        |
| 53        | 1016        | SH GAURAV GUPTA              | 139648        |
| 54        | 1313        | DR ANAND NARANI              | 120648        |
| 55        | 911         | DR NEERAJ ATRAY              | 208504        |
| 56        | 1322        | DR T SENTHILKUMAR            | 101036        |
| 57        | 1321        | DR ANUP PRAKASH TATHOD       | 101036        |
| 58        | 1323        | DR PREM LAMA                 | 113960        |
| 59        | 1317        | SH OJASVI                    | 112480        |
| 60        | 1316        | SH A SELVAMANI               | 103984        |
| 61        | 1318        | SH GANESH NARAYANA NAIK      | 135696        |
| 62        | 1328        | SHAILESH KUMAR SINGH         | 139648        |
| 63        | 1331        | VENKATA CHANDRA SEKHAR PALLA | 113960        |
| 64        | 1333        | TUHIN SUVRA KHAN             | 110768        |
| 65        | 1334        | DR NANOJI ISLAVATH           | 110768        |
| 66        | 1335        | KRITIKA KOHLI                | 95542         |
| 67        | 1336        | AVINASH VITTHALRAO PALODKAR  | 110416        |
| 68        | 1340        | BHARAT SINGH RANA            | 95542         |
| 69        | 1058        | SURYADEV KUMAR               | 235864        |
|           |             | <b><u>T.O</u></b>            |               |
| 1         | 240         | JASVINDER SINGH              | 248936        |
| 2         | 248         | MANOJ KUMAR                  | 241792        |
| 3         | 249         | R C SAXENA                   | 234952        |
| 4         | 251         | A K GUPTA                    | 241792        |
| 5         | 261         | RAVI KHANNA                  | 221728        |
| 6         | 264         | HARI CHAND SINGH             | 152112        |
| 7         | 509         | MUKESH K SHARMA              | 147856        |
| 8         | 667         | MAHESH K ALOOPWAN            | 156520        |
| 9         | 673         | C D SHARMA                   | 147856        |
| 10        | 674         | SUNIL KUMAR                  | 147856        |
| 11        | 675         | SANDEEP SARAN                | 135240        |
| 12        | 676         | SATISH KUMAR                 | 135240        |
| 13        | 677         | JAGDISH KUMAR                | 135240        |
| 14        | 678         | RAKESH KUMAR                 | 147856        |
| 15        | 680         | MANOJ KUMAR                  | 135240        |
| 16        | 809         | RAKESH KUMAR JOSHI           | 131440        |
| 17        | 834         | VINEET SOOD                  | 127792        |
| 18        | 682         | SATH PAL SINGH               | 147856        |

|    |      |                             |        |
|----|------|-----------------------------|--------|
| 19 | 1057 | DEEPENDER KUMAR PANDEY      | 156520 |
| 20 | 869  | RAJENDER BADOLA             | 117304 |
| 21 | 1038 | SARVANAND TIWARI            | 112896 |
| 22 | 1148 | SATYA NIKETAN YADAV         | 117304 |
| 23 | 1236 | DR GHANSHYAM THAKKAR        | 170126 |
| 24 | 1249 | SAJID AHMED SHAREEF         | 113230 |
|    |      | <b><u>ADMN. OFFICER</u></b> |        |
| 1  | 582  | SH PRATAP SINGH CHAUHAN     | 135240 |
| 2  | 1315 | SOMESHWAR PANDEY            | 116446 |
| 3  | 1319 | ARVIND KHANNA               | 123280 |
| 4  | 1010 | SURESH PANT                 | 180840 |
| 5  | 1339 | BHARAT BHUSHAN              | 113960 |
| 6  | 1349 | BABU RAM                    | 125836 |
| 7  | 1354 | POORNIMA ARORA              | 139192 |
| 8  | 1355 | J K CHAURASIA               | 120198 |
| 9  | 580  | S C BHATT                   | 140928 |
|    |      | <b><u>TECHNICAL</u></b>     |        |
| 1  | 1013 | AMIT SHARMA                 | 103624 |
| 2  | 1027 | NISHA                       | 91924  |
| 3  | 1048 | REKHA CHAUHAN               | 89378  |
| 4  | 1047 | SUNDRAM SHARMA              | 100736 |
| 5  | 1065 | KAMAL KUMAR                 | 100736 |
| 6  | 1129 | POOJA YADAV                 | 86316  |
| 7  | 1130 | JYOTI PORWAL                | 86316  |
| 8  | 1131 | SANDHYA JAIN                | 86316  |
| 9  | 1140 | KAMLA YADAV                 | 76380  |
| 10 | 1141 | PRAVEEN KUMAR KHATRI        | 76380  |
| 11 | 1145 | MANISHA SAHAI               | 86316  |
| 12 | 1150 | LN SIVAKUMAR KONATHALA      | 74236  |
| 13 | 1026 | OM PARKASH SHARMA           | 91924  |
| 14 | 1201 | PIYUSH GUPTA                | 74236  |
| 15 | 1204 | RASHMI                      | 74236  |
| 16 | 1205 | PRADEEP KUMAR               | 83884  |
| 17 | 1209 | VEMPATAPU BHANU PRASAD      | 74236  |
| 18 | 1203 | ROHIT KUMAR                 | 74236  |
| 19 | 1206 | RAGHUVIR SINGH              | 74236  |
| 20 | 1211 | MUKESH KUMAR PODDAR         | 74236  |
| 21 | 1208 | DEEPENDRA TRIPATHI          | 74236  |
| 22 | 1244 | KASINA D P LAXMIKUMAR       | 70082  |
| 23 | 1248 | MANOJ KUMAR                 | 70082  |
| 24 | 1251 | JITENDER KUMAR              | 70082  |
| 25 | 1254 | AMIT KUMAR                  | 70082  |
| 26 | 1289 | GORDHAN JAIN                | 83884  |
| 27 | 1132 | YASHVEER SINGH MEENA        | 76380  |
| 28 | 1314 | VISWAS SAINI                | 86966  |
| 29 | 1347 | ROHIT I                     | 49848  |
| 30 | 1346 | MUDAVAT RAVI                | 56220  |

|    |      |                       |        |
|----|------|-----------------------|--------|
| 31 | 1343 | VAIBHAV               | 70660  |
| 32 | 1348 | HEMANT KUMAR SAHOO    | 49848  |
| 33 | 1353 | RAHUL KUMAR           | 56220  |
|    |      | <b><u>TECH</u></b>    |        |
| 1  | 1143 | MRS.RITU MAURYA       | 49178  |
| 2  | 1167 | MR HARI PRAKASH       | 47838  |
| 3  | 403  | MADAN GOPAL           | 105772 |
| 4  | 407  | NITYA N BAHUGUNA      | 102732 |
| 5  | 410  | PARAMJEET SINGH       | 96956  |
| 6  | 411  | HARBHAJAN SINGH       | 99844  |
| 7  | 811  | RAJEEV SHARMA         | 83348  |
| 8  | 819  | GOVIND SINGH MEHTA    | 66196  |
| 9  | 820  | RAJENDER PRASAD       | 74764  |
| 10 | 821  | MUKESH KUMAR          | 74764  |
| 11 | 836  | ANJLI BHATNAGAR       | 91484  |
| 12 | 837  | RAJNISH BHATNAGAR     | 91484  |
| 13 | 838  | RAJPAL SINGH          | 91484  |
| 14 | 852  | NARINDER KR RAWAT     | 89700  |
| 15 | 405  | SH TARA CHAND SHARMA  | 102732 |
| 16 | 900  | PREM CHAND VERMA      | 43128  |
| 17 | 835  | ANIL KUMAR            | 91484  |
| 18 | 1006 | DEEP CHAND            | 102732 |
| 19 | 1079 | BINOD KUMAR           | 56980  |
| 20 | 1080 | PURAN SINGH ASWAL     | 56980  |
| 21 | 1081 | PRADEEP SINGH PANWAR  | 56980  |
| 22 | 1082 | DANIEL SHAH           | 56980  |
| 23 | 1083 | ASHOK KUMAR I         | 56980  |
| 24 | 1084 | MAYANK KUMAR MISHRA   | 56980  |
| 25 | 1085 | SANJEEV KUMAR         | 56980  |
| 26 | 1086 | DEVENDRA SINGH BATOLA | 56980  |
| 27 | 1087 | RITU RAJ NEGI         | 56980  |
| 28 | 1088 | GAMBHIR SINGH         | 56980  |
| 29 | 1090 | MANMOHAN SINGH GOSAIN | 56980  |
| 30 | 1091 | SHIV PRASAD NAUTIYAL  | 56980  |
| 31 | 1092 | ASHOK KUMAR II        | 56980  |
| 32 | 1093 | RAJENDER KUMAR        | 56980  |
| 33 | 1094 | NASEEM AHMAD          | 56980  |
| 34 | 1095 | VIVEK KUMAR SHARMA    | 56980  |
| 35 | 1096 | MAHENDER SINGH NEGI   | 56980  |
| 36 | 1097 | PARVEJ ALAM           | 56980  |
| 37 | 1098 | RAJEEV PANWAR         | 56980  |
| 38 | 1100 | SANDEEP K SAXENA      | 50518  |
| 39 | 1101 | ARUNA CHAMOLI         | 56980  |
| 40 | 1105 | ABBAL SINGH           | 50518  |
| 41 | 1107 | GIRISH CHAND TIWARI   | 56980  |
| 42 | 1108 | RAJESH SHARMA         | 56980  |
| 43 | 1110 | NAGEDRAMMA P          | 56980  |

|    |      |                              |       |
|----|------|------------------------------|-------|
| 44 | 1112 | PUSHP RAJ SHARMA             | 56980 |
| 45 | 1089 | PRADEEP SINGH NEGI           | 50518 |
| 46 | 1106 | NAVEEN KUMAR MORYA           | 56980 |
| 47 | 1114 | TASLEEM KHAN                 | 50518 |
| 48 | 1246 | ASHWANI KUMAR                | 38324 |
| 49 | 1247 | AMARDEEP KUMAR               | 38324 |
| 50 | 1245 | GURUJOTHIG                   | 38324 |
| 51 | 1238 | OMBIR SINGH                  | 38324 |
| 52 | 1241 | VALA VISHAL MAGAN BHAI       | 38324 |
| 53 | 1239 | JITENDER SINGH               | 38324 |
| 54 | 1327 | SARVESH KUMAR SHRIRAM BHIMTE | 29480 |
| 55 | 1341 | SH TANUJ KUMAR               | 31472 |
| 56 | 1342 | SANDEEP KUMAR CHAUHAN        | 31472 |
| 57 | 1351 | SH RAUSHAN KUMAR             | 31472 |
| 58 | 1352 | RAJNISH KUMAR MAURYA         | 27872 |
| 59 | 1104 | KHEM SINGH                   | 56980 |

**ADMN STAFF**

|    |      |                             |        |
|----|------|-----------------------------|--------|
| 1  | 555  | Smt VINITA WALIA            | 122188 |
| 2  | 568  | Smt ABHA DHYANI             | 105772 |
| 3  | 685  | Smt SAROJ KUSHWAHA          | 122188 |
| 4  | 813  | SMT MINA KUMARI             | 122188 |
| 5  | 859  | SH R K BHATTACHARYA         | 93532  |
| 6  | 860  | SH PRAMOD JOSHI             | 105772 |
| 7  | 569  | SH R S CHAUHAN              | 122188 |
| 8  | 936  | MS REENA SHARMA             | 108812 |
| 9  | 937  | MS BHAWNA RAWAT             | 88900  |
| 10 | 938  | MS KUSUM BHATT              | 108812 |
| 11 | 1011 | SH RAJENDER KUMAR           | 88900  |
| 12 | 1024 | SH ADESH SETH               | 86316  |
| 13 | 1030 | SH HARJEET SINGH            | 60324  |
| 14 | 1031 | SH KULWANT SINGH            | 60324  |
| 15 | 1022 | SMT HARVINDER KAUR          | 60324  |
| 16 | 1032 | SMT KIRAN LATA              | 91484  |
| 17 | 1012 | SH SHIV PRASAD SAKLANI      | 91484  |
| 18 | 1033 | SH ASHISH RATURI            | 76892  |
| 19 | 1034 | SH MUNINDER PAL SINGH       | 86316  |
| 20 | 1035 | SH VIKRAM SINGH             | 83884  |
| 21 | 1037 | SH DINESH CHANDRA SUNDRIYAL | 91484  |
| 22 | 1040 | SMT PRATIMA BAGGA           | 86316  |
| 23 | 1041 | SH JASSU KUMAR              | 81452  |
| 24 | 1039 | SH SANJAY POKHRIYAL         | 70660  |
| 25 | 1023 | SMT SEEMA SHARMA            | 91484  |
| 26 | 1019 | SH MAHESH KUMAR             | 91484  |
| 27 | 1025 | SH J S NEGI                 | 91484  |
| 28 | 993  | SH BIJENDERA DUTT           | 53028  |
| 29 | 997  | SH TANVEER AHMAD            | 53028  |
| 30 | 1051 | SMT SHALOO VANODHIA         | 88900  |

|    |      |                     |        |
|----|------|---------------------|--------|
| 31 | 1052 | SH VISHVENDER DOGRA | 96956  |
| 32 | 1119 | SH.SATISH CHAND     | 99844  |
| 33 | 1151 | MOD. FURKAN         | 76892  |
| 34 | 1152 | SH. J S RAWAT       | 50140  |
| 35 | 1153 | SH.SUNIL RAWAT      | 50140  |
| 36 | 1163 | SH. BHARAT SINGH    | 42880  |
| 37 | 794  | SH B B DIMRI        | 122188 |
| 38 | 1018 | SMT ANITA DEVI      | 86316  |
| 39 | 1275 | SH FAREED MOHAMMAD  | 88306  |
| 40 | 920  | SMT PADMA KUMARI    | 130376 |
| 41 | 1309 | SH VIKRAM SINGH     | 122188 |
| 42 | 1325 | DEVENDRA RAI        | 101974 |
| 43 | 1330 | SAIMA NAAZ          | 33278  |
| 44 | 1329 | STUTI SHARMA        | 33278  |
| 45 | 935  | SMT PRATIMA RANA    | 91484  |

**LAB ATTN.**

|    |      |                         |       |
|----|------|-------------------------|-------|
| 1  | 824  | SH MUKESH KUMAR         | 55612 |
| 2  | 954  | SH AJAY PAL             | 49684 |
| 3  | 956  | SH DEV SINGH ADHIKARI   | 44086 |
| 4  | 959  | SH BIJENDER S BISHT     | 44086 |
| 5  | 964  | SH RAMESH CHANDER       | 49684 |
| 6  | 968  | SH PANKAJ BHASKAR       | 49684 |
| 7  | 969  | SH MURLIDHAR CHANDANA   | 49684 |
| 8  | 977  | MS YASHODA              | 44086 |
| 9  | 979  | SH RAJENDER PARSAD      | 49684 |
| 10 | 984  | SH IRSHAD KHAN          | 49684 |
| 11 | 989  | SH GOKUL PRASAD         | 49684 |
| 12 | 1135 | SH CHANDER SINGH        | 46948 |
| 13 | 1137 | SH SURENDER KUMAR       | 41674 |
| 14 | 1139 | SH ARVIND KHANDURI      | 46948 |
| 15 | 486  | SH RAJ KUMAR            | 71420 |
| 16 | 494  | SH RANBIR SINGH         | 56548 |
| 17 | 495  | SH SURAT RAM            | 56548 |
| 18 | 498  | Smt GANGA DEVI          | 61996 |
| 19 | 499  | SH SANJAY KUMAR         | 54940 |
| 20 | 501  | SH JAI PRAKASH          | 61996 |
| 21 | 644  | SH MOHD PRAVEJ          | 63820 |
| 22 | 688  | Smt KANTA DEVI          | 54940 |
| 23 | 955  | SH NARENDRA SINGH NEGI  | 46498 |
| 24 | 966  | SH HERALD GLADWIN       | 46498 |
| 25 | 971  | SH MOHAN SINGH          | 52420 |
| 26 | 978  | SH JYOTI PRASAD         | 52420 |
| 27 | 981  | SH SANJAY KUMAR MOURYA  | 52420 |
| 28 | 986  | SH SHIV RAM SINGH       | 52420 |
| 29 | 995  | SH PRADEEP SINGH PUNDIR | 52420 |
| 30 | 999  | 4SH RAKESH KUMAR        | 52420 |
| 31 | 1002 | SH RAM KISHORE MOURYA   | 53940 |

|    |      |                            |       |
|----|------|----------------------------|-------|
| 32 | 1061 | SH SUNIL KUMAR             | 49684 |
| 33 | 1059 | SH DINESH CHANDRA          | 49684 |
| 34 | 1103 | SH NAVEEN BHATT            | 48316 |
|    |      | <b><u>GR-D MTS</u></b>     |       |
| 1  | 655  | SH MATBAR SINGH II         | 64732 |
| 2  | 659  | SH ASHA RAM                | 54136 |
| 3  | 823  | SH GHANSHYAM               | 55612 |
| 4  | 825  | RAM PAL                    | 55612 |
| 5  | 833  | SH GOPAL SINGH             | 57284 |
| 6  | 841  | SH RAJESH KUMAR            | 57284 |
| 7  | 870  | SH DALIP KUMAR             | 54092 |
| 8  | 871  | SH SURJEET SINGH           | 49178 |
| 9  | 872  | SH NARESH KUMAR            | 55298 |
| 10 | 876  | SH KAMAL KUMAR SHARMA      | 55612 |
| 11 | 957  | MS BHARTI PAYAL            | 49684 |
| 12 | 987  | SH HEMANT K TIWARI         | 44086 |
| 13 | 960  | SH SUDAMA SINGH BISHT      | 49684 |
| 14 | 961  | SH LAXMAN S RAWAT          | 44086 |
| 15 | 962  | RAJBIR S NEGI              | 49684 |
| 16 | 963  | SH AMIT UPADHAYAY          | 49684 |
| 17 | 965  | SH SHIV SINGH RAWAT        | 44086 |
| 18 | 967  | SH AJAY PAUL-II            | 49684 |
| 19 | 972  | 9SH VIKRAM SINGH KANDARI   | 44086 |
| 20 | 973  | SH VISWASH KUMAR           | 44086 |
| 21 | 974  | SH RAJESH KUMAR PURI       | 49684 |
| 22 | 975  | SH MANOJ KUMAR             | 49684 |
| 23 | 976  | SANJAY KUMAR               | 49684 |
| 24 | 980  | SH KALU RAM                | 44086 |
| 25 | 982  | SH RAJENDER PRASAD DABRAL  | 49684 |
| 26 | 985  | SH SURESH KUMAR-II         | 49684 |
| 27 | 988  | SH KEDAR DUTT PANDEY       | 49684 |
| 28 | 991  | SH VIVEK SINGH             | 44086 |
| 29 | 992  | SH HARISH KUMAR            | 44086 |
| 30 | 994  | SH RAJESH                  | 49684 |
| 31 | 1001 | SH TILAK KUMAR             | 49684 |
| 32 | 1068 | SHRI KAMAL SINGH           | 48316 |
| 33 | 1067 | SMT SARVESHWARI DEVI       | 42880 |
| 34 | 1134 | SH MUKESH KUMAR            | 46948 |
| 35 | 1136 | SH KISHORE KUMAR           | 46948 |
| 36 | 1138 | SH RAJESH KUMAR            | 46948 |
| 37 | 1158 | SH RAM CHANDER BALOONI     | 45580 |
| 38 | 1159 | SH DHARMENDER SINGH PUNDIR | 45580 |
| 39 | 1161 | SH MUKUL KUMAR SHARMA      | 45580 |
| 40 | 1144 | SMT SURESHI RAWAT          | 42880 |
| 41 | 931  | SATISH KUMAR               | 49178 |
| 42 | 1182 | UMA DEVI                   | 35862 |
| 43 | 645  | DEEPAK KUMAR               | 61084 |

|                                      |      |               |       |
|--------------------------------------|------|---------------|-------|
| 44                                   | 970  | TIKA RAM BATT | 49684 |
| 45                                   | 661  | MUNISH KUMAR  | 66556 |
| 46                                   | 983  | MANNU RAM     | 49684 |
| 47                                   | 1337 | RAM GOPAL     | 29596 |
| <b><u>TOTAL NO. OF EMP . 320</u></b> |      |               |       |

**1.9.2 System of compensation as provided in its regulations:**

- As per 7<sup>th</sup> CPC recommendations.

**1.10 Names, Designations and Other Particulars of the Public Information Officers [Section 4(1) (b) (xvi)]**

**1.10.1 Name and designation of the public information officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority**

**1.10.2 Address, telephone numbers and email ID of each designated official.**

- *The replies for the above questions have been precisely summed as here under:*

- **Central Public Information Officer (Scientific and Technical Matters)**

**Dr. Raj Kumar Singh**

Principal Scientist and CPIO  
(S&T) CSIR-Indian Institute of  
Petroleum, Dehradun 248 005  
Phone No. – 8909832703  
Email – [rksingh\[at\]iip\[dot\]res\[dot\]in](mailto:rksingh@iip.res.in)

- 

**Central Public**

**Information Officer (Administrative Matters)**

**Shri Anjum Sharma**

Senior Controller of  
Administration  
CPIO CSIR-Indian Institute of  
Petroleum Dehradun 248 005  
Mobile No.–9873341972  
Email – [anjum.sharma\[at\]iip\[dot\]res\[dot\]in](mailto:anjum.sharma@iip.res.in)

- **Link Officer Central Public Information Officer(Admin.) and APIO**

**Sh P S Chauhan**

PPS  
CSIR-Indian Institute of Petroleum Dehradun 248 0005  
Phone No-0135-2525703  
Email – [apar\[at\]iip\[dot\]res\[dot\]in](mailto:apar@iip.res.in)

- **First Appellate Authority**

**Sh Sudip Kumar Ganguly**

Chief Scientist and Head, CMSD and FAA  
CSIR-Indian Institute of Petroleum Mohkampur, Dehradun- 248005  
Telephone – (O) 0135-2525937 Email – [sganguly\[at\]iip\[dot\]res\[dot\]in](mailto:sganguly@iip.res.in)

- **Transparency Officer**

**Sh Suryadev Kumar**

Senior Principal Scientist  
CSIR-Indian Institute of Petroleum Dehradun 248 0005  
Mobile No-9412938465  
Email – [suryadev\[at\]iip\[dot\]res\[dot\]in](mailto:suryadev@iip.res.in)



➤ **Fee for Seeking Information**

Application Fee Rs. 10/- (Rs. Ten Only)

In the form of DD/IPO in favour of **Director, Indian Institute of Petroleum, Dehradun**

**1.11 No. of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))**

**1.11.1 No. of employees against whom disciplinary action has been**

**(i) Pending for Minor penalty or major penalty proceedings**

There are no employees against whom disciplinary proceeding is pending for Minor/Major Penalty

**(ii) Finalised for Minor penalty or major penalty proceedings**

There are no employees against whom Minor/Major Penalty implemented.

**1.12 Programmes to advance understanding of RTI (Section 26)**

**1.12.1 Educational programmes**

**1.12.2 Efforts to encourage public authority to participate in these programmes**

**1.12.3 Training of CPIO/APIO**

**1.12.4 Update & publish guidelines on RTI by the Public Authorities concerned**

➤ *The replies for the above questions have been precisely summed as here under:*

Training Programmes for CPIO, APIO and other staff working on the matters pertaining to RTI are conducted by CSIR HRDC, Ghaziabad. Employees working in other Divisions / Sections are also deputed from time to time to attend such training programmes in order to keep themselves abreast with the RTI Act.

### **1.13 Transfer policy and transfer orders[F No. 1/6/2011- IR dt. 15.4.2013]**

#### **1.13.1 Transfer Policy And Transfer Orders[F No. 1/6/2011- IR Dt. 15.4.2013]**

- Transfer and Posting Guidelines dated 01.01.2019 in respect of Group 'A' & 'B' CCOs is followed as amended from time to time. The same are available on CSIR website ([www.csir.res.in](http://www.csir.res.in)).
- All the Transfer and Posting orders in respect of CCOs (Group 'A' and 'B') is uploaded from time to time in the CSIR website ([www.csir.res.in](http://www.csir.res.in)).
- The above can be accessed through the URL:  
<https://www.csir.res.in/csirsearch?title=transfer+guidelines&search=Search>
- Specifically, the Transfer guidelines for Engineering staff is provided in the URL:  
<https://www.csir.res.in/notification/guidelines-transfer-and-posting-group-iii-engineer-gr-iii1-gr-iii7-all-csir-national>
- Regarding Transfer of Scientific and Technical Staff, the directions issued by CSIR-HQ New Delhi vide their letter no. 5-1(21)/2008-PD dated 22/05/2008 is followed in toto.

## 2. MMBudget and Programme

### 2.1 Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc.[Section 4(1)(b)(xi)]

#### 2.1.1 Total Budget for the public authority : Rs. 9958.722 Lakh

| STATEMENT OF EXPENDITURE UPTO 31-03-2022  |  |  |                                 |  |  | Annexure - A  |
|---|--|--|---------------------------------|--|--|---------------|
| Name of Lab. CSIR-IIP, Dehradun   |  |  |                                 |  |  |               |
|   |  |  |                                 |  |  | (Rs. In lakh) |
| HEAD OF EXPENDITURE   | FINAL ALLOCATION FROM GOVT. GRANT (CSIR BUD) 2021-22 | TOTAL EXPD UPTO 31.03.2022 INCLUDING LAB RESERVE | EXPNDITURE MET FROM LAB RESERVE | ACTUAL EXPENDITURE FROM GOVT. GRANT (CSIR BUD) (3-4) | VARIATION IF ANY EXCESS(+)/SAVING(-) (5-2) |               |
| 1   | 2  | 3  | 4                               | 5  | 6  |               |
| <b>1.National Labs.</b>   |  |  |                                 |  |  |               |
| <b>A. Revenue</b>   |  |  |                                 |  |  |               |
| 1. Salary & Sal. Linked Allowances  | 3958.800   | 3958.762   |                                 | 3958.762   | -0.038                                     |               |
| <b>2. Other Allowances</b>  |  |  |                                 |  |  |               |
| a. Re-imburs. of Med.Exp./CGHS/Med.charges  | 60.000   | 59.987   |                                 | 59.987   | -0.013                                     |               |
| b. Overtime Allowance   |  |  |                                 |  |  |               |
| c. Honorarium   | 4.000  | 3.134  |                                 | 3.134  | -0.866                                     |               |
| d. Leave Travel Concession  | 18.999   | 18.759   |                                 | 18.759   | -0.240                                     |               |
| e. T.A. (India)   | 8.812  | 8.927  | 0.300                           | 8.627  | -0.185                                     |               |
| f. T.A. (Foreign)   | 8.884  | 8.885  |                                 | 8.885  | -0.001                                     |               |
| g. Professional Update Allowance  |  |  |                                 |  |  |               |
| h. Total Other Allowances (a to g)  | 100.695  | 99.690   | 0.300                           | 99.390   | -1.305                                     |               |
| <b>3. Total Salaries (+2h)</b>  | <b>4059.495</b>                                      | <b>4058.452</b>                                  | <b>0.300</b>                    | <b>4058.152</b>                                      | <b>-1.343</b>                              |               |
| 4. P-04 Contingencies   | 239.982  | 239.962  | -0.011                          | 239.973  | -0.009                                     |               |
| 5. P-05 H.R.D.  |  |  |                                 |  |  |               |
| 6. P-06 Lab. Maintenance  | 291.790  | 291.790  |                                 | 291.790  |  |               |
| 7. P-701 Staff Qrs. Maintenance   | 8.095  | 8.087  |                                 | 8.087  | -0.008                                     |               |
| 8. P-07 Chemical/Consum.& Other Res.Exp.  | 248.937  | 247.157  | -1.780                          | 248.937  |  |               |
| <b>9. Total Revenue (3 to 9)</b>  | <b>4848.299</b>                                      | <b>4845.448</b>                                  | <b>-1.491</b>                   | <b>4846.939</b>                                      | <b>-1.360</b>                              |               |
| <b>B. Capital</b>   |  |  |                                 |  |  |               |
| a) P-50 Land Cost   |  |  |                                 |  |  |               |
| b) (i) P-50 Works & Services/Elec. Installations (Lumpsum)                        | 58.851   | 59.808   | 1.002                           | 58.806   | -0.045                                     |               |
| b) (ii) P-50 Works & Services/Elec. Installations (Other)                         |  |  |                                 |  |  |               |
| c) P-50 App. & Equip./Computer Equipments   | 422.080  | 423.025  | 1.109                           | 421.916  | -0.164                                     |               |
| d) P-50 Workshop Machinery  |  |  |                                 |  |  |               |
| e) P-50 Office Equipments   |  |  |                                 |  |  |               |
| f) P-50 Furniture & Fittings  | 5.000  | 4.925  |                                 | 4.925  | -0.075                                     |               |
| g) P-50 Library   |  |  |                                 |  |  |               |
| h) Books  | 134.965  | 134.953  |                                 | 134.953  | -0.012                                     |               |
| ii) Journals  |  |  |                                 |  |  |               |
| iii) e-Journal  |  |  |                                 |  |  |               |
| h) P-50 Model & Exhibits  |  |  |                                 |  |  |               |
| i) P-50 Vehicles  |  |  |                                 |  |  |               |
| j) P-50 Tools & Plants  |  |  |                                 |  |  |               |
| k) P-50 Software development/procurement/LAN/MAN                                  |  |  |                                 |  |  |               |
| l) P-26 ICT   |  |  |                                 |  |  |               |
| m) (i) P-702 Staff Qrs.(Construction) (Lumpsum)                                   | 9.751  | 9.751  |                                 | 9.751  |  |               |
| m) (ii) P-702 Staff Qrs.(Construction) (Other)                                    |  |  |                                 |  |  |               |
| <b>Total Capital (a to m)</b>   | <b>630.647</b>                                       | <b>632.462</b>                                   | <b>2.111</b>                    | <b>630.351</b>                                       | <b>-0.296</b>                              |               |
| <b>Total A+B</b>  | <b>5478.946</b>                                      | <b>5477.910</b>                                  | <b>0.620</b>                    | <b>5477.290</b>                                      | <b>-1.656</b>                              |               |
| <b>C. Special Proj. FBR/NCPI/FC/IT/RS/PC/NARIT/Tab. project etc.</b>              |  |  |                                 |  |  |               |
| <b>1. Revenue</b>   |  |  |                                 |  |  |               |
| (i) T. A. (India)   | 0.364  | 0.364  |                                 | 0.364  |  |               |
| (ii) T.A. (Foreign)   |  |  |                                 |  |  |               |
| (iii) Contingencies   | 0.306  | 0.330  | 0.025                           | 0.305  | -0.001                                     |               |
| (iv) Maintenance  |  |  |                                 |  |  |               |
| (v) Chemical, Consum.& Other Res.Exp.   | 131.796  | 182.734  | 63.413                          | 119.321  | -12.475                                    |               |
| <b>Total Rev.(C1)</b>   | <b>132.466</b>                                       | <b>183.428</b>                                   | <b>63.438</b>                   | <b>119.990</b>                                       | <b>-12.476</b>                             |               |
| <b>2. Capital</b>   |  |  |                                 |  |  |               |
| (i) Work's & Services   | 1.000  | 1.000  |                                 | 1.000  |  |               |
| (ii) Apparatus & Equipment  | 56.583   | 82.566   | 41.897                          | 40.669   | -15.914                                    |               |
| (iii) Other Capitals  |  |  |                                 |  |  |               |
| <b>Total Capital(C2)</b>  | <b>57.583</b>  | <b>83.566</b>                                    | <b>41.897</b>                   | <b>41.669</b>  | <b>-15.914</b>                             |               |
| C. Total allocation Special Proj. FBR/NCPI/FC/IT/RS/PC/NARIT/Tab. project etc.    | 190.049  | 266.994  | 105.335                         | 161.659  | -28.390                                    |               |
| <b>Total National Labs. (A+B+C)</b>   | <b>5668.995</b>                                      | <b>5744.904</b>                                  | <b>105.955</b>                  | <b>5638.949</b>                                      | <b>-30.046</b>                             |               |
| <b>2. Others</b>  |  |  |                                 |  |  |               |
| P-804 Pension & Other retirement benefits   | 4223.000   | 4214.033   |                                 | 4214.033   | -8.967                                     |               |
| P-801 and P-62 ISTADS   |  |  |                                 |  |  |               |
| P-803 PPD/INBD  |  |  |                                 |  |  |               |
| P-805 HRD   |  |  |                                 |  |  |               |
| P-80508 RAB   |  |  |                                 |  |  |               |
| P-807 Publicity & Exhibition  |  |  |                                 |  |  |               |
| P80804 Grant to other Sci. Organisations  |  |  |                                 |  |  |               |
| P80805 CSIR Guest Houses (Science Centre)   |  |  |                                 |  |  |               |
| P80806 Celebrations   |  | -0.215   |                                 | -0.215   | -0.215                                     |               |
| P906 Advance  |  |  |                                 |  |  |               |
| (i) Conveyance/Computer Advance   |  |  |                                 |  |  |               |
| (ii) House Building Advance   |  |  |                                 |  |  |               |
| (iii) Others  |  |  |                                 |  |  |               |
| <b>Total Others</b>   | <b>4223.000</b>                                      | <b>4213.818</b>                                  |                                 | <b>4213.818</b>                                      | <b>-9.182</b>                              |               |
| ☆☆☆ Please indicate as on 28th Feb, 10th March and 20th March as the case may be. |  |  |                                 |  |  |               |
|   | 9891.995   | 9958.722   | 105.955                         | 9852.767   | -39.228                                    |               |

## 2.1.2 Budget for each agency and plan & programmes:

- Not Applicable, since the same is decided by CSIR-HQ, New Delhi being the fiscal controlling authority of all constituent labs/institutes.

## 2.1.3 Proposed expenditures :

- Kindly refer the list attached above.

## 2.1.4 Revised budget for each agency, if any:

- Not Applicable

## 2.1.5 Report on disbursements made and place where the related reports are available

- Not Applicable

## 2.2 Foreign and domestic tours(F.No. 1/8/2012- IR dt. 11.9.2012)

2.2.1 Budget : Domestic Tours : Rs. 9.176 Lakhs  
Foreign Tours : Rs. 8.884 Lakhs

2.2.2 Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.-(a) Places visited, (b) The period of visit, (c) The number of members in the official delegation, (d) Expenditure on the visit

### Details of tour of Dr Anjan Ray, Director-CSIR-Indian Institute of Petroleum, Dehradun from April 2021 to March 2022

| Places Visited        | The period of visit |          | Purpose   |
|-----------------------|---------------------|----------|---|
|                       | From                | To       |   |
| Haridwar<br>New Delhi | 30.3.2021           | 5.4.2021 | <ul style="list-style-type: none"><li>• To participate in a Symposium on Avian Biology as Chief Guest in conjunction with 3<sup>rd</sup> Meeting of Association of Avian Biologists in India at Gurukula Kangri, Haridwar</li><li>• To discharge the duties of Head HRDG (Additional Charge) at CSIR Complex, New Delhi</li><li>• To Attend Meeting of Recognition of In-house R&amp;D centers and SIRO at DSIR, Technology Bhawan, New Delhi</li><li>• To discharge the duties of Head HRDG (Additional Charge) at CSIR Complex, New Delhi</li><li>• To attend meeting on development of BIS specifications for ethanol blending in petrol for automotive use under the Chairmanship of Joint Secretary (Refinery), MoP&amp;NG through online, New Delhi</li><li>• To attend PCDC meeting of BIS at Manak Bhavan, New Delhi</li><li>• To attend Empowered Committee Meeting New Delhi (Virtual)</li><li>• To receive the award and deliver the talk in the BSAEH-2021, Jaipur through online</li><li>• To attend 29th meeting of Automotive, Aviation and Industrial Fuels Subcommittee, PCD 3:1 (Virtual)</li></ul> |
| New Delhi             | 26.4.2021           | 2.6.2021 | <ul style="list-style-type: none"><li>• To discharge the duties of Head HRDG (Additional Charge) at CSIR Complex, New Delhi</li><li>• To attend meeting with DG-CSIR with regard to forthcoming CSIR Governing Body meeting at CSIR Hqr. New Delhi</li><li>• To visit M/s Gaskon Engineers of "Medical Oxygen Generation" technology Unit, New Delhi</li><li>• To attend meeting on Makeshift Hospital with CSIR Hqrs, New Delhi</li><li>• To attend EG Meeting organized by Ministry of Commerce and</li></ul>   |

|  |  |  |   |
|--|--|--|---|
|  |  |  | <p>Industry through Online</p> <ul style="list-style-type: none"> <li>• To attend meeting with Tata consulting engineers</li> <li>• To attend Empowered Committee Meeting to deal transfer related issues of S&amp;T staff through MS Team.</li> <li>• To attend EG Meeting organized by Ministry of Commerce and Industry through Webex</li> <li>• To attend meeting on conversion of nitrogen plants for the production of medical oxygen organized by CPCB, New Delhi through M S Team</li> <li>• To attend 91st Meeting of SAC on Hydrocarbons of MoP&amp;NG through Zoom</li> <li>• To attend EG Meeting organized by Ministry of Commerce and Industry through Webex</li> <li>• To attend meeting on 'PAN CSIR Product' for Indoor control of Corona Virus through MS Team</li> <li>• To attend meeting in person with BHEL on "Meeting for Oxygen Enrichment unit with CSIR" online</li> <li>• To attend meeting on Setting up PSA Plants - DRDO HITES etc (online)</li> <li>• To attend meeting of CSG Meeting on MS Team</li> <li>• To attend online meeting on medical-oxygen with CSIR, DRDO</li> <li>• To attend meeting of Fluvoxamine for Treatment of COVID-19 with Angela Reiersen through online</li> <li>• To attend DRDO PM CARES though online</li> <li>• To attend internal Daily MO2 planning and status meeting online</li> <li>• To attend CSG Meeting on MS Team</li> <li>• To attend online meeting with Deepak Phenolics Limited</li> <li>• To attend online PSA review meeting with DRDO To attend online Meeting on Covid-19 by Member Kamal Kishore</li> <li>• To attend internal Daily MO2 planning and status meeting online</li> <li>• To attend online Meeting on supply chain</li> <li>• To attend EG Meeting organized by Ministry of Commerce and Industry through Webex</li> <li>• To attend online Meeting on supply chain</li> <li>• To attend internal Daily MO2 planning and status meeting online</li> <li>• To attend meeting on 'PAN CSIR Product' for Indoor control of Corona Virus online</li> <li>• To attend Meeting on "Setting up of PSA Oxygen Plants organized by Cabinet Secretary on behalf of DG-CSIR</li> <li>• To attend online Meeting on supply chain</li> <li>• To attend internal Daily MO2 planning and status meeting online</li> <li>• CSG Meeting on MS Team</li> <li>• To attend EG Meeting organized by Ministry of Commerce and Industry through Webex</li> <li>• To attend internal Daily MO2 planning and status meeting online</li> <li>• To attend meeting with A&amp;N islands officials online</li> <li>• To attend EG Meeting organized by Ministry of Commerce and Industry through Webex</li> <li>• To attend internal Daily MO2 planning and status meeting online</li> <li>• To attend CSG Meeting on MS Team</li> <li>• To attend meeting with Dr Chandrika DRDO online</li> <li>• To attend meeting with Dr Atya – NEERI-Nagpur online</li> <li>• To attend internal Daily MO2 planning and status meeting online</li> <li>• To attend meeting with Mr Ravitej BPCL</li> <li>• To participate in a discussion on Oxygen PSA adsorbent etc with EIL</li> <li>• To attend EG Meeting organized by Ministry of Commerce and Industry through Webex</li> <li>• To attend internal Daily MO2 planning and status meeting online</li> <li>• To attend meeting on 'PAN CSIR Product' for Indoor control of Corona Virus online</li> <li>• To attend meeting on Handholding zeolite production by Gujarat credo with CSIR Labs online</li> <li>• To participate in the Future Energy Asia's Webinar online</li> <li>• Invitation for WPC Expert Workshop on "Energy Storage Systems" through Virtual Platform</li> <li>• To attend meeting of the Assessment Board for assessment of Scientists for their suitability under the Modified Flexible Complementing Scheme by DSIR online</li> <li>• To attend internal Daily MO2 planning and status meeting online</li> <li>• To attend CSG Meeting on MS Team</li> <li>• To attend internal Daily MO2 planning and status meeting online</li> <li>• To attend meeting on Handholding zeolite production by Gujarat credo with CSIR Labs online</li> <li>• To attend Regular Review meeting with M/s Gaskon, M/s Bharat</li> </ul> |
|--|--|--|---|

|           |           |           |   |
|-----------|-----------|-----------|---|
|           |           |           | <ul style="list-style-type: none"> <li>Forge etc for Medical Oxygen Plan online</li> <li>To attend internal Daily MO2 planning and status meeting online</li> <li>To attend Enabling OC grade Zeolite manufacturing in India with Credo and NCL online</li> <li>To attend internal Daily MO2 planning and status meeting online</li> <li>To attend CSG Meeting on MS Team</li> <li>To attend internal Daily MO2 planning and status meeting online</li> <li>To attend PSA Oxygen plant: Electronic Control Units and IIOT with TCE online</li> <li>To attend internal Daily MO2 planning and status meeting online</li> <li>To attend Life Sciences (Animal Sc) Selection Board's meeting for selections of SRAs by HRDG, CSIR Complex online</li> <li>To attend meeting of Panel to Prepare Standard for E12 and E15 Blends by BIS online</li> <li>To attend internal Daily MO2 planning and status meeting online</li> <li>To discharge the duties of Head HRDG (Additional Charge) at CSIR Complex, New Delhi</li> <li>To attend meeting on 'PAN CSIR Product' for Indoor control of Corona Virus online</li> <li>To attend CSG Meeting on MS Team</li> <li>2<sup>nd</sup> Meeting of Panel to Prepare Standard for E12 and E15 Blends by BIS online</li> <li>To attend internal Daily MO2 planning and status meeting online</li> <li>CSG Meeting on MS Team</li> <li>Ethics committee debrief - about image manipulation investigation</li> <li>To attend internal Daily MO2 planning and status meeting online</li> <li>To attend meeting with Dr Lele, Director CSIR-NCL</li> <li>To attend internal Daily MO2 planning and status meeting online</li> <li>To attend meeting with Mr Moonish Ghuge, M/s Bharat Forge</li> <li>To attend internal Daily MO2 planning and status meeting online</li> <li>To attend CSG Meeting on MS Team</li> <li>To Attend Meeting of Recognition of In-house R&amp;D centers and SIRO at DSIR, Technology Bhawan, New Delhi online</li> <li>To participate in the DG-CSIR address on reopening online</li> <li>To attend meeting with JS(R), MoPNG on E12/E15 online</li> <li>To attend internal Daily MO2 planning and status meeting online</li> <li>To attend 45th Meeting of PCD03, BIS online</li> </ul> |
| New Delhi | 22.7.2021 | 14.8.2021 | <ul style="list-style-type: none"> <li>To attend meeting on 'PAN CSIR Product' for Indoor control of Corona Virus online</li> <li>To discharge the duties of Head HRDG (Additional Charge) at CSIR Complex, New Delhi</li> <li>To participate in the Advisory Committee Meeting for selecting CSIR Young Scientist Award 2021</li> <li>To attend 92nd meeting of SAC on 2G Ethanol pricing mechanism by CHT online</li> <li>To attend CSG Meeting on MS Team</li> <li>To participate in the Advisory Committee Meeting for selecting CSIR Young Scientist Award 2021</li> <li>To attend meeting with Mr Anil Saraf, Owner, Mr Anil Mendiratta, Technical Director and Dr Mathew Abraham, Consultant, ASF Infra, Babar Road, New Delhi (Physical)</li> <li>To attend Icreate meeting with CSIR, New Delhi</li> <li>To participate DIT University FDP on Chemistry, Environment and Education Policy (Online)</li> <li>To attend CSG Meeting on MS Team</li> <li>To participate in a meeting with Boeing to update IIP Dehradun Bio Jet Fuel ASTM Certification</li> <li>To attend DG-CSIR meeting with CSIR Directors online</li> <li>To attend follow-up Meeting on BRU Technology Licensing MOU with RIL (Online)</li> <li>To attend meeting with Dr. Preeti Soni, Head of UN-APCTT with DSIR to discuss on the strategy and scope of Technology Cooperation from the technologies of CSIR/ other Indian Institutes for the benefit of Asia Pacific regions at CSIR Hqrs, New Delhi</li> <li>To attend meeting with Capt Nivedita Bhasin, Head - Safety and Environment, Air India Safdarjung Airport, (in person)</li> <li>To Attend Meeting of Recognition of In-house R&amp;D centers and SIRO at DSIR, Technology Bhawan, New Delhi</li> <li>To attend Theme Meeting with DG-CSIR, CSIR Hqr, New Delhi (Online)</li> <li>To attend meeting on 'PAN CSIR Product' for Indoor control of Corona Virus online</li> </ul>  |

|           |           |           |  |
|-----------|-----------|-----------|--|
|           |           |           | <ul style="list-style-type: none"> <li>• To attend CSG Meeting on MS Team</li> <li>• To attend National Workshop as a Keynote Speaker on Solid Waste Management by IIT Delhi online</li> <li>• To attend briefing meeting with DG-CSIR (online)</li> <li>• To attend CSG Meeting on MS Team</li> <li>• To attend meeting with Mr Sh. Yogendra Tripathi, Secretary (Chemicals &amp; Petrochemicals), Min of Chemical and Fertilizers alongwith DG-CSIR, at Shastri Bhawan, New Delhi</li> <li>• To attend meeting with DG, CSIR related to Sewage Surveillance in the Conference room of IPU/TMD, Satsang Vihar Marg, New Delhi. (in person)</li> <li>• To deliver talk in the International Workshop on Automobiles: Environmental Impact Assessment &amp; Emission Control Options Jointly Organized by Hiroshima University Japan &amp; CSIR-NEERI online</li> <li>• To attend Empowered Committee meeting to deal with the issues related to transfer of Scientific and Technical Staff (Online)</li> <li>• To attend meeting with Secretary, Department of Science &amp; Technology (DST) for finalizing the strategy of Sewage Surveillance to monitor future SARS-CoV-2 wave (Online)</li> <li>• To attend meeting on 'PAN CSIR Product' for Indoor control of Corona Virus online</li> <li>• To attend meeting with Mr K Ananth Krishnan, TCS alongwith DG-CSIR, New Delhi (online)</li> <li>• To attend Expert Committee meeting to provide a Framework of 'terms and conditions, including pricing' for the proposed subscription of TKDL database: DRAFT REPORT (Online)</li> <li>• To attend CSG Meeting on MS Team</li> <li>• to Interviewing with Discovery Channel at CSIR Science Centre, New Delhi</li> <li>• To participate as the Chairperson in the Invited Lecture Session of the Celebration of the 160<sup>th</sup> Birth Anniversary of Acharya Prafulla Chandra Ray by Indian Chemical Society online</li> <li>• To visit Oxygen plants at Greater Noida</li> <li>• To discharge the duties of Head HRDG (Additional Charge) at CSIR Complex, New Delhi</li> <li>• To attend CSG Meeting on MS Team</li> <li>• To attend meeting with Dr Monika Sharma IISc Bangalore (Online)</li> <li>• To attend Theme Directorate and TMDs Meeting with DG CSIR &amp; TMD (Online)</li> <li>• To participate World Biofuel Day 2021: Provision of the stall for showcasing the various initiatives on Bioenergy at Mohoba, UP (online)</li> <li>• To attend meeting with Director CEFIPRA, Core 5B near Gate 2 India Habitat Centre, New Delhi</li> <li>• To attend Standing Plenary Meeting of Supply Chain Group with presentations by Channel Coordinators (Online)</li> <li>• To participate GNR Gold Medal 2021 Advisory Committee Meeting (Online)</li> <li>• To attend meeting on 'PAN CSIR Product' for Indoor control of Corona Virus online</li> <li>• To attend Empowered Committee Meeting (Online)</li> <li>• To Rendering of National Anthem by Indian Scientific Fraternity as part of celebration of 75<sup>th</sup> year of India's Independence (Azadi Ka Amrit Mahotsav), Mahika Hall, Prithvi Bhavan (online)</li> <li>• To attend CSG Meeting on MS Team</li> </ul> |
| New Delhi | 18.9.2021 | 1.10.2021 | <ul style="list-style-type: none"> <li>• To discharge the duties of Head HRDG (Additional Charge) at CSIR Complex, New Delhi</li> <li>• To attend Expert Committee Meeting on Hydrogen, Min of Coal, Ph.D. Chamber, 3rd Floor, New Delhi</li> <li>• To attend meeting with Indigo Online</li> <li>• To attend in the meeting of data generation and IP filing issues at GAIL, Noida</li> <li>• To participate in the BHEL-CSIR meeting on coal gasification with DG-CSIR at CSIR Science Centre, New Delhi.</li> <li>• Dinner meeting with DG-CSIR at DG residence, New Delhi</li> <li>• To attend DG-CSIR meeting with CSIR Directors online</li> <li>• To participate in a Guest Lecture by Dr Wend Wendland, Director, Traditional Knowledge (TK) Division, World Intellectual Property Organization (WIPO), Geneva online</li> <li>• To attend meeting with Secretary, Higher Education alongwith DG-CSIR at Shastri Bhawan, New Delhi</li> <li>• To attend meeting with KBR online</li> </ul>   |

|           |           |            |   |
|-----------|-----------|------------|---|
|           |           |            | <ul style="list-style-type: none"> <li>To attend meeting on 'PAN CSIR Product' for Indoor control of Corona Virus online</li> <li>To attend 46th meeting of the Petroleum and Their Related Products of Synthesis or Biological Origin Sectional Committee, PCD 3 online</li> <li>To attend 38th GC Meeting of SFPL at Noida</li> <li>To participate in the 28th Lovraj Kumar Memorial Lecture 2021 online</li> <li>To attend CSG Meeting on MS Team</li> <li>To attend the Inaugural Session of CSIR Young Scientist Awardees Conference 2021 at CSIR Science Centre, New Delhi</li> <li>To attend 4th &amp; 5th Screening Committee Meeting (2021-22 Series) for recognition to In-house R&amp;D units and 296th Screening</li> <li>To participate ICAO Council meeting Guidance for Sustainability Certification Schemes (online)</li> <li>Committee meeting of SIROs of DSIR, New Delhi</li> <li>To attend discussion with Mr Chitnis, ED KDMIPE, Dehradun online</li> <li>To attend meeting on Capacity Building and Human Resource Development" of CSIR under the Chairmanship of Secretary, DSIR (online)</li> <li>To attend presentation on collaborative project with OIL (online)</li> <li>To attend JWG meeting (online)</li> <li>To attend 59 ECM Meeting of IIP online</li> <li>To participate CSIR and National Council for Science Museum (NCSM) MoU signing ceremony in presence of Hon'ble Ministers of S&amp;T and Culture (online)</li> <li>To participate in the Inaugural Function of SIAT 2021 (online)</li> <li>To attend senate meeting of IIT Delhi (online)</li> <li>To attend kick off meeting with BPCL (Online)</li> <li>Invite   eConsultation hosted by the Asian Clean Fuels Association (ACFA) on 'India's Clean Fuels Roadmap beyond BSVI'</li> <li>To participate in the closed-door, multi-stakeholder eConsultation hosted by the Asian Clean Fuels Association (ACFA) (online)</li> <li>To attend meeting on Technology for Mixed Plastics; Recycling &amp; Bio-Feedstock Processing with GTC Vorro, (online)</li> <li>To attend meeting on 'PAN CSIR Product' for Indoor control of Corona Virus online</li> <li>To attend Meeting on Discussing Status on Digitization of CSIR' (online)</li> </ul> |
| New Delhi | 6.10.2021 | 24.10.2021 | <ul style="list-style-type: none"> <li>To discharge the duties of Head HRDG (Additional Charge) at CSIR Complex, New Delhi</li> <li>To attend Selection Committee Meeting for the posts of Scientist/Sr. Scientist at CSIO-Chandigarh as Member (DG's Nominee) at CSIR Science Centre, New Delhi</li> <li>To attend meeting on 'PAN CSIR Product' for Indoor control of Corona Virus online</li> <li>To attend Selection Committee Meeting for the posts of Scientist/Sr. Scientist as Member (DG's Nominee) at CSIR Science Centre, New Delhi</li> <li>To attend CSG Meeting on MS Team</li> <li>To attend Selection Committee Meeting for the posts of Scientist/Sr. Scientist as Member (DG's Nominee) at CSIR Science Centre, New Delhi</li> <li>To attend meeting with Mr Naithani at BHEL, New Delhi</li> <li>To attend meeting with DG-FIPI, New Delhi</li> <li>To attend meeting of the Expert Committee constituted by Ministry of Coal to study and develop a roadmap for production and usage of Hydrogen produced from Coal, Institutional Area, New Delhi</li> <li>To attend meeting with Spicejet at The Sheraton Saket, New Delhi</li> <li>To attend online Meeting on supply chain (Online)</li> <li>To attend meeting with PK Roy FTI Consulting Energy Practice, Nehru Place, New Delhi</li> <li>To attend meeting of the Expert Committee for finalization of presentation on 'Roadmap for coal to Hydrogen' (Online)</li> <li>To attend meeting of Task force on Coal to Hydrogen (Online)</li> <li>To attend meeting of CSG Meeting on MS Team</li> <li>Meeting with Farhat Azad, NIScPR, Nehru Place, New Delhi</li> <li>To receive Green Energy Award in the IGEA, 2020 organized by Indian Federation of Green Energy supported by Ministry of New and Renewable Energy at New Delhi.</li> <li>To attend assessment committee meeting at RAB, New Delhi</li> <li>To attend DPIIT (Department for Promotion of Industry and Internal Trade) meeting on minimizing compliance burden on industry / business and on citizens under chairmanship of DG, CSIR</li> </ul>   |



|                        |            |            |   |
|------------------------|------------|------------|---|
|                        |            |            | <ul style="list-style-type: none"> <li>and Secretary, DSIR. (online)</li> <li>To attend meeting with Dr Shams Yazdani, DBT-ICGEB Centre, New Delhi</li> <li>Invitation as 'Guest of Honour' for 'Hands-on Workshop on Genomics and Proteomics Techniques by RK University, Rajkot (online)</li> <li>To attend meeting of CSG Meeting on MS Team</li> <li>To attend meeting with Mr Sant Sangneria CMD Ultra International, Site IV Sahibabad, UP</li> <li>To attend Briefing meeting to finalize the view points of Indian delegation attending ISO/TC 28 AG meeting, BIS (Online)</li> <li>Invitation as Panelist/Speaker at Himalayan Samagam, Social Development for Communities (SDC) Foundation, Dehradun (Online)</li> </ul>  |
| Chandigarh             | 29.10.2021 | 1.11.2021  | <ul style="list-style-type: none"> <li>To attend CSIO Foundation Day as Guest of Honour at CSIR-CSIO, Chandigarh</li> <li>To interact with CSIO Scientists at CSIR-CSIO, Chandigarh</li> <li>To interact with IMT Scientists at CSIR-IMT, Chandigarh</li> </ul>   |
| New Delhi<br>Rishikesh | 14.11.2021 | 22.11.2021 | <ul style="list-style-type: none"> <li>To discharge the duties of Head HRDG (Additional Charge) at CSIR Complex, New Delhi</li> <li>To participate in the Inaugural session of CII International Conference on Waste to Worth- GRAND JURY MEETING FOR CII 3R AWARDS (Online)</li> <li>To attend meeting with Dorf Ketel (Online)</li> <li>To attend Assessment Committee Meeting of CSIR Scientists upto Pr Scientist in the area of Biosciences &amp; Biotechnology, NBRI Lucknow at RAB-CSIR, New Delhi</li> <li>To attend Bio-ATF Program Committee meeting at DGCA HQ, New Delhi</li> <li>To attend meeting on 'PAN CSIR Product' for Indoor control of Corona Virus online</li> <li>To attend seminar on history of science in India by UCOST (online)</li> <li>To attend meeting of Empowered Committee on iCreate organized by CSIR (Online)</li> <li>To attend meeting with Dr Preeti Jain, Lanza Tech, Sector 49, Gurgaon</li> <li>To attend meeting of CSG Meeting on MS Team</li> </ul>  |
| New Delhi<br>Houston   | 28.11.2021 | 14.12.2021 | <ul style="list-style-type: none"> <li>To discharge the duties of Head HRDG (Additional Charge) at CSIR Complex, New Delhi</li> <li>To attend second meeting of the Advisory Board of CSIR at Room No. 101, CSIR hqs., New Delhi _ Hybrid mode</li> <li>To attend meeting with Air India at Safdarjung, New Delhi</li> <li>To attend meeting with GAIL (Online)</li> <li>To attend meeting with Director-NEIST, Jorhat on Dual Degree Programme (online)</li> <li>To participate in the inaugural ceremony of the International Conference on Biotechnology for Resource Efficiency, Energy, Environment, Chemicals and Health (BRE3CH2021) organized by Biotechnology Research Society of India at CSIR-IIP, Dehradun (Online)</li> <li>To attend meeting with Ministry of Ayush and CSIR for interdisciplinary PhD training courses, New Delhi</li> <li>To attend meeting on 'PAN CSIR Product' for Indoor control of Corona Virus through MS Team</li> <li>To attend meeting with Ministry of Ayush and CSIR for interdisciplinary PhD training courses, New Delhi</li> <li>To participate and Vice Chair a Session in the World Petroleum Congress on "Low Carbon Technologies and Strategies for Oil and Gas" at Houston, USA</li> <li>To attend meeting on 'PAN CSIR Product' for Indoor control of Corona Virus through MS Team</li> <li>To discharge the duties of Head HRDG (Additional Charge) at CSIR Complex, New Delhi</li> <li>To attend meeting of CSG Meeting on MS Team</li> </ul> |
| New Delhi              | 19.12.2021 | 29.12.2021 | <ul style="list-style-type: none"> <li>To discharge the duties of Head HRDG (Additional Charge) at CSIR Complex, New Delhi</li> <li>To deliver an invited talk as Distinguished speaker (Virtually) on the Industrial &amp; Applied Chemistry Section in 58th Annual Convention of Chemists online</li> <li>To Attend Meeting of Recognition of In-house R&amp;D centers and SIRO at DSIR, Technology Bhawan, New Delhi online</li> <li>To attend DG-CSIR meeting with CSIR Directors online</li> </ul>   |

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|-----------|-----------|-----------|--|
|           |           |           | <ul style="list-style-type: none"> <li>To attend meeting on 'PAN CSIR Product' for Indoor control of Corona Virus online</li> <li>To attend meeting with Ministry of Aviation, New Delhi</li> <li>To attend Meeting with Dr Arumugam, EBTI, New Delhi</li> <li>To attend 58th Annual Convention of Chemists as panellist on the Industrial &amp; Applied Chemistry Section online</li> <li>To participate in the Inauguration of Incubation Centre, NAL- Bangalore Online</li> <li>To attend Working Group meeting 1st Meeting of Working Group on Technology &amp; regulatory implications of Bio-diesel adoption for CEVs by The Indian Construction Equipment Manufacturers' Association, New Delhi online</li> <li>To attend meeting with Dr Atul Goel and Dr Vipul Shah on COVID-19 Supply Chain at Parsi Gymkhana next to LNJP Medical College (Physical)</li> <li>To attend meetings with Spicehealth and SpiceJet at Gurgaon (physical)</li> <li>To attend luncheon meeting with Honeywell UOP at Basant Kunj, New Delhi (Physical)</li> <li>To attend meeting of CSG Meeting on MS Team</li> <li>To attend Working Group meeting 1st Meeting of Working Group on Technology &amp; regulatory implications of Bio-diesel adoption for CEVs by The Indian Construction Equipment Manufacturers' Association, India Habitat Centre, New Delhi (physical)</li> <li>To participate in the Inaugural Ceremony of CHEMCON-21 at CSIR-IMMT Bhubaneswar online</li> <li>To attend Indian Chemical Engineering Congress as Chemcon Distinguished Speaker (Online)</li> <li>Meeting with IFP</li> <li>To attend meeting with LanzaTech on Design and Engg synergies (Online)</li> </ul>  |
| New Delhi | 26.1.2022 | 17.2.2022 | <ul style="list-style-type: none"> <li>To discharge the duties of Head HRDG (Additional Charge) at CSIR Complex, New Delhi</li> <li>To attend meeting on GLP studies CFTRI's essential oil-based product at CSIR-IITR, Lucknow by CSIR Hqrs, New Delhi (online)</li> <li>To attend meeting with Dr Sunil Bhaskaran, Air Asia (online)</li> <li>To attend meeting on 'PAN CSIR Product' for Indoor control of Corona Virus (online)</li> <li>To attend CSIR-CDRI Performance Appraisal Board (PAB) meeting Chaired by DG-CSIR (online)</li> <li>To participate in the Inaugural Function of IYOG 2022 of CSIR-CGCRI, Kolkata (Online)</li> <li>To attend meeting with Aramco to discuss GCI Collaboration Opportunities(Online)</li> <li>To attend meeting of CSG Meeting on MS Team</li> <li>To attend CSIR-CIMAP Performance Appraisal Board (PAB) meeting Chaired by DG-CSIR (online)</li> <li>To attend meeting with NET Control Centre, National Testing Agency, First Floor, NSIC-MDBP Building Okhla Industrial Estate, New Delhi</li> <li>To participate in the meeting on Roadmap coal to hydrogen, (online)</li> <li>To attend MoU signing between CSIR and Tata Steel (Online)</li> <li>To participate in the meeting on Roadmap coal to hydrogen, (online)</li> <li>To attend MoU signing between CSIR and Tata Steel (Online)</li> <li>To participate in the meeting on Roadmap coal to hydrogen, (online)</li> <li>To attend MoU signing between CSIR and Tata Steel (Online)</li> <li>To attend Forum on Energy Efficiency and Decarbonisation 2022 as a Chair for Moderating the session for Executive Dialogue 7: Decarbonising the transport sector in India by AEEE (Online)</li> <li>To attend Session on Post Budget Analysis 2022 (Online)</li> <li>To attend meeting with Mr Sanjeev Gupta, Aemetis for Green Diesel Project at Sagar Ratna, Defence Colony, New Delhi</li> <li>To attend Sci-HOD meeting (Online)</li> <li>To attend meeting with DBT-IOCL Centre, Faridabad</li> <li>To attend CSIR-IGIB Performance Appraisal Board (PAB) meeting Chaired by DG-CSIR at Sukhdev Vihar campus, New Delhi</li> <li>To attend meeting on 'PAN CSIR Product' for Indoor control of Corona Virus (online)</li> <li>To attend the launch event of "Innovations in Public Administration" by Hon'ble MoS Dr Jitendra Singh (Online)</li> <li>To attend CSIR-CLRI Performance Appraisal Board (PAB) meeting Chaired by DG-CSIR (online)</li> <li>To attend meeting of CSG Meeting on MS Team</li> <li>To attend ONGC Energy Centre Expert Advisory Committee Meeting (Online)</li> <li>To attend meeting with Dr GV Shankar of Saskatchewan Research</li> </ul> |

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|           |           |           | <p>Council, IIC, New Delhi</p> <ul style="list-style-type: none"> <li>To attend meeting of CSG Meeting on MS Team</li> <li>To attend CSIR-NPL Performance Appraisal Board (PAB) meeting Chaired by DG-CSIR (online)</li> <li>To participate in a webinar on "Electrolysers" to align our efforts towards sustainable future. This will be an excellent platform for interaction among all stakeholders looking for electrolysers to produce affordable green hydrogen and the licensors by CHT, Noida</li> <li>To attend Expert Committee Meeting on 'Road Map for Coal to Hydrogen' by FIPI (Online)</li> <li>To attend meeting with ASF Infra</li> <li>To attend meeting on Union Budget review, CSIR Hqrs</li> <li>Participated in Discussion on current status &amp; way forward on ongoing Coal Gasification Program of CSIR, CSIR, New Delhi</li> <li>To attend meeting with Mr H Sondhi, Scorpio Group (Online)</li> <li>Participated in the Workshop on Sustainability proposed by TCS (Online)</li> <li>To attend meeting of CSG Meeting on MS Team</li> <li>Participated in the meeting of the Selection Committee for the posts of Senior Scientist of CSIO (Online)</li> <li>To attend CSIR-CSIO Performance Appraisal Board (PAB) meeting Chaired by DG-CSIR (online) Participated in Discussion on current status &amp; way forward on ongoing Coal Gasification Program of CSIR, CSIR, New Delhi</li> <li>To attend meeting of CSG Meeting on MS Team</li> <li>To attend CSIR-IHBT Performance Appraisal Board (PAB) meeting Chaired by DG-CSIR (online)</li> <li>To attend DEG meeting on Depolymerisation by IMD, CSIR (Online)</li> <li>To attend meeting with Boeing Commercial Airplanes to discuss updates and next steps on IIP SAF certification for the test flight on SpiceJet 737NG (Online)</li> <li>To attend BIS meeting of PCD-3 (Online)</li> <li>To deliver a Keynote Address at the World Future Fuel Summit 2022 (Online)</li> <li>To participate in the UK/India SAF webinar (Online)</li> </ul> |
|           | 9.3.2022  | 14.3.2022 | <ul style="list-style-type: none"> <li>To attend CSIR-CBRI Performance Appraisal Board (PAB) meeting Chaired by DG-CSIR at CBRI, Roorkee To attend Assessment Committee Meeting of CSIR-IIP upto the level of Pr Scientist (Online)</li> <li>To attend 23rd meeting of Petroleum, Coal and related products Divisional Council</li> <li>BIS (Online) To attend CSIR-NIIST Performance Appraisal Board (PAB) meeting Chaired by DG-CSIR (Online)</li> <li>To attend meeting on 'PAN CSIR Product' for Indoor control of Corona Virus (online)</li> <li>To attend Invited Plenary Talk in the International Conference on Recent Advances in Bio-energy Research-2022 (ICRABR 2022)2 by Sardar Swaran Singh National Institute of Bio-Energy, Kapurthala (SSS-NIBE) (Online)</li> <li>To attend meeting with Indigo Airlines, Gurgaon</li> <li>To attend meeting with BHEL New Delhi</li> <li>To attend meeting of CSG Meeting on MS Team</li> <li>To attend Thematic Review of the IP Portfolio under the Theme EED - Energy (conventional and non-conventional) and Energy devices, IPU, CSIR, New Delhi (Online)</li> <li>Meeting with DG-CSIR residence, New Delhi</li> </ul>   |
| New Delhi | 21.3.2022 | 30.3.2022 | <ul style="list-style-type: none"> <li>To attend CSIR Theme meeting for 'Vision &amp; Strategy' by CSIR, New Delhi (Online)</li> <li>To attend meeting of CSG Meeting on MS Team</li> <li>To attend meeting with Mr Paritosh Gupta, Kukuzapdc, New Delhi</li> <li>To attend meeting with DG-CSIR with CSIR Directors' at CSIR Hqrs, New Delhi</li> <li>To attend meeting with Mr Pankaj Jain, Secretary, MoP&amp;NG and Mr Sunil Kumar, JS (R) at Shastri Bhawan, MoPNG, New Delhi</li> <li>To participate in the concluding ceremony of the Indian Oil R&amp;D Golden Jubilee celebrations at Vigyan Bhawan, New Delhi</li> <li>To give Plenary talk at '75th Azadi ka Amrut Mahotsav', a one-day online DBT-ICGEB Colloquium cum webinar (iCEN22) entitled "Microbial biorefineries for production of fuels and chemicals (Online)</li> <li>To attend 41st meeting of Governing Council (GC) of Centre for High Technology (CHT) in the Conference Room No.220 of MoP&amp;NG, 'A' Wing, Shastri Bhawan, New Delhi</li> </ul>  |

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|  |  |  | <ul style="list-style-type: none"> <li>• To attend Lab Strategic Group meeting (Online)</li> <li>• To attend meeting of Recognition of In-house R&amp;D centers and SIRO at Technology Bhawan, DSIR, New Delhi</li> <li>• To attend meeting on 'PAN CSIR Product' for Indoor control of Corona Virus (online)</li> <li>• To participate in the WINGS INDIA 2022 - Asia's largest event on Civil Aviation jointly organized by Ministry of Civil Aviation and FICCI focusing on regional connectivity, policy formation and forging alliances at Begumpet Airport, Hyderabad</li> <li>• To attend meeting of CSG Meeting on MS Team</li> <li>• To visit IICT and CCMB, Hyderabad</li> <li>• To attend meeting with Mr Paritosh Gupta, Kukuzapdc organized by ISTAD, CSIR Hqrs at CSIR Science Centre, New Delhi</li> <li>• To attend Luncheon meeting with Boeing team at Kwality Restaurant Regal, New Delhi</li> <li>• To attend meeting with Secretary Ministry of Civil Aviation, Rajiv Gandhi Bhavan, New Delhi</li> <li>• To attend meeting with Mr Pankaj Jain, Secretary, MoP&amp;NG and Mr Sunil Kumar, JS (R) at Shastri Bhawan, MoPNG, New Delhi</li> <li>• To attend SpiceJet 737NG IIP SAF Test Flight meeting (Online)</li> <li>• To attend Intergovernmental Panel on Climate Change (IPCC-56) and Fourteenth Session of the Working Group III (WGIII-14) of the IPCC by Ministry of Environment, Forest and Climate Change, New Delhi (Online/Physical)</li> </ul> |
|--|--|--|---|

**2.2.3 Information related to procurements- (a) Notice/tender enquires, and corrigenda if any thereon, (b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, (c) The works contracts concluded – in any such combination of the above-and, (d) The rate/rates and the total amount at which such procurement or works contract is to be executed.**

➤ The information can be accessed through the URL:<https://www.iip.res.in/tenders/>

**2.3 Manner of execution of subsidy programme [Section 4(i)(b)(xii)]:**

**2.3.1 Name of the programme of activity**

**2.3.2 Objective of the programme**

**2.3.3 Procedure to avail benefits**

**2.3.4 Duration of the programme/ scheme**

**2.3.5 Physical and financial targets of the programme**

**2.3.6 Nature/ scale of subsidy /amount allotted**

**2.3.7 Eligibility criteria for grant of subsidy**

**2.3.8 Details of beneficiaries of subsidy programme (number, profile etc)**

➤ Point Nos. 2.3.1 to 2.3.8 are Not Applicable on CSIR-IIP as no subsidy programme is being executed.

**2.4 Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013] :  
Not Applicable**

**2.4.1 Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions**

**2.4.2 Annual accounts of all legal entities who are provided grants by public authorities**

➤ Point Nos. 2.4.1 & 2.4.2 are Not Applicable on CSIR-IIP as the Institute does not provides any grants to any organization.

**2.5 Particulars of recipients of concessions, permits of authorizations granted by the public authority[Section 4(1) (b) (xiii)] :**

**2.5.1 Concessions, permits or authorizations granted by public authority**

**2.5.2 For each concessions, permit or authorization granted - (a) Eligibility criteria, (b) Procedure for getting the concession/ grant and/ or permits of authorizations, (c) Name and address of the recipients given concessions/ permits or authorizations, (d) Date of award of concessions/ permits of authorizations**

- Point Nos. 2.5.1 & 2.5.2 are Not Applicable on CSIR-IIP as the Institute does not grant concessions, permits or authorizations to any organization.

**2.6 CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013] :**

**2.6.1 CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.**

- CSIR-HQ directly deals with such matters, however any input required being constituent laboratory of CSIR, the same is provided in a time bound manner by CSIR-IIP.

### **3. Publicity and Public interface**

**3.1 The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof [Section 4 (1)(b)vii ]**

**3.1.1 Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens**

**3.1.2 Arrangements for consultation with or representation by - (a) Members of the public in policy formulation/ policy implementation, (b) Day & time allotted for visitors,(c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants**

**3.1.3 Public- private partnerships (PPP)- Details of Special Purpose Vehicle (SPV), if any**

**3.1.4 Public- private partnerships (PPP)- Detailed project reports (DPRs)**

**3.1.5 Public- private partnerships (PPP)- Concession agreements.**

**3.1.6 Public- private partnerships (PPP)- Operation and maintenance manuals**

**3.1.7 Public- private partnerships (PPP) - Other documents generated as part of the implementation of the PPP**

**3.1.8 Public- private partnerships (PPP) - Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government**

**3.1.9 Public- private partnerships (PPP) -Information relating to outputs and outcomes**

**3.1.10 Public- private partnerships (PPP) - The process of the selection of the private sector party (concessionaire etc.)**

**3.1.11 Public- private partnerships (PPP) - All payment made under the PPP project**

➤ Point Nos. 3.1.1 to 3.1.11 are Not Applicable on CSIR-IIP as no PPP based assignments are carried in the Institute.

**3.2 Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]**

**3.2.1 Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Policy decisions/ legislations taken in the previous one year**

**3.2.2 Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process**

**3.2.3 Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive- Outline the arrangement for consultation before formulation of policy**

➤ Point Nos. 3.2.1 to 3.2.3 are Not Applicable on CSIR-IIP as Policy Decision are taken by CSIR Hqrs., New Delhi being the legal entity in the matter.

**3.3 Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]**

**3.3.1 Use of the most effective means of communication**

➤ Please refer Proactive Disclosure under RTI available on Institute website

**3.4 Form of accessibility of information manual/ handbook[Section 4(1)(b)]**

**3.4.1 Information manual/handbook available in Electronic format**

**3.4.2 Information manual/handbook available in Printed format**

➤ Please refer Proactive Disclosure under RTI available on Institute website

**3.5 Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]**

**3.5.1 List of materials available Free of cost**

**3.5.2 List of materials available At a reasonable cost of the medium**

➤ No such manual/handbook has been published by the institute thus the above is not applicable on CSIR-IIP.

## 4. E. Governance

- Annual Report is Available in English at <http://www.https://www.iip.res.in/annual-reports/>

### 4.1 Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]

#### 4.1.1 English

#### 4.1.2 Vernacular/ Local Language

- The replies for the above questions have been summed up as hereunder:
- Manual/Handbook are available in English Language. The same can be accessed by using the link : <https://www.csir.res.in/rules-regulation>.
- Hard copies of Manual/Handbook in the vernacular / local language i.e. Hindi are available in the office.

### 4.2 When was the information Manual/Handbook last updated?[F No. 1/6/2011-IR dt 15.4.2013]

#### 4.2.1 Last date of Annual updation

- Not applicable as the same lies under the purview of CSIR HQ.

### 4.3 Information available in electronic form[Section 4(1)(b)(xiv)]

#### 4.3.1 Details of information available in electronic form

#### 4.3.2 Name/ title of the document/record/ other information

#### 4.3.3 Location where available

- The replies for the above questions have been summed up as hereunder:  
Manual/Handbook are available and the same can be accessed by using the link : <https://www.csir.res.in/rules-regulation>.

#### **Details of information available in electronic form:**

- CSIR Manual on Procurement of Goods 2019.
- Delegation of powers to Directors 2
- Delegation of powers to Directors 1
- MEA Clearance for Scientists visiting abroad
- Expenditure involved in Foreign Delegations
- Regarding Passport
- Revised Manas - Contents, General Instructions
- ASRP- Rules updated upto January 2004
- Amendment in CCS(CCA) Rules , 1965
- CSIR (Residence Allotment) Rules 1997
- Memorandum of Association, Rules & Regulations and Bye Laws 2005



- Amendment to CSIR Services Rules ,1994 for Recruitment of Scientific,Technical and Support Staff dt:09/3/2007
- CSIR Service Rules, 1994 for Recruitment of Scientific, Technical and Support Staff
- CSIR Recruitment and Assesment Promotion Rules ,2001 - Clarification thereof
- Amendment to 'CSIR Scientist Recruitment & Assesment Promotion Rules 2001'
- Recruitment Rules for the post of Staff Officer to DG , CSIR in the pay scale of Rs.14300-400-18300
- Constitution of Recruitment & Assessment Board dt:13/3/2007
- Amendment to CSIR Scientist Recruitment & Assessment Promotion Rules,2001 dt:12/3/2007
- Recruitment Rules 2008 for the post of Director of CSIR Lab/Instt/Centre dt:28/03/2008
- Recruitment and Assessment Rules
- Clarifications
- Physical Verification of stores etc.
- Receipts Of Stores
- Disposal Of Stores
- Procedure For "DISPOSAL OF STORES"
- Purchase Procedure 2002
- Amendments to Purchase Procedure 2002 (Serial Circular: 289 Dated : 05/05/2006 )
- Clarifications to Purchase Procedure 2002 - Serial Circular No. 296 dated 15/06/2006
- Clarification on Purchase Procedure 2002 - Serial Circular No. 364 dated 27/07/2007
- Purchase Procedure 2008 - Serial Circular No. 455 dated 07/01/2009
- Other Circulars
- Serial Circulars 1998
- Serial Circulars 1999
- Serial Circulars 2000
- Serial Circulars 2001
- Serial Circulars 2002
- Serial Circulars 2003
- Serial Circulars 2004
- Vol III
- Vol I and II

**Name/ title of the document/record/ other information:**

Kindly refer the detailed list available under “**Details of information available in electronic form**”

**Location where available:**

CSIR Website : [www.csir.res.in](http://www.csir.res.in)  
 CSIR-IIP Website : [www.iip.res.in](http://www.iip.res.in)

**4.4 Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]**

**4.4.1 Name & location of the faculty**

**4.4.2 Details of information made available**

**4.4.3 Working hours of the facility**

**4.4.4 Contact person & contact details (Phone, fax email)**

➤ The replies for the above questions have been summed up as hereunder:

**Since the institute has no public dealing therefore no such facility has been created for citizens WHEREAS:**

Online Enquiry Portal <https://www.iip.res.in/visit-us-online/> available 24x7 on the Home Page of CSIR-IIP Website can be used by citizens for obtaining information on the matters pertaining to CSIR-IIP. (contact details made available under URL : <https://www.iip.res.in/people/>).

Additionally, the institute periodically prepares booklets, pamphlets, and preliminary technical notes, for dissemination of technical information. Foundation Day of CSIR- IIP and other Open Days like Technology Day etc. are the occasion when Institute is kept open for the public to get an exposure to the Institute's R&D activities. Library is kept open on all working days during working hours for office staff/ research fellows/ project staff working in the institute.

**4.5 Such other information as may be prescribed under Section 4(i) (b)(xvii)**

**4.5.1 Grievance redressal mechanism**

➤ Govt. of India/CSIR instructions for Grievance Redressal are followed in

toto. OM regarding committee is as hereunder:

**INDIAN INSTITUTE OF PETROLEUM  
DEHRADUN**

No. 8(112)/06-Estt.

Dated: 30.03.2017

**OFFICE MEMORANDUM**

**Sub : Constitution of Local Grievance Committee (LGC) and  
Consultative Mechanism.**

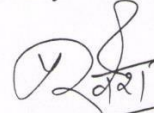
The Director, Indian Institute of Petroleum has been pleased to extend the tenure of Local Grievance Committee for a period of two years w.e.f. 09.02.2017. The composition of Local Grievance Committee is as follows:-

(A) Elected members for Local Grievance Committee

1. Dr. S S Ray, Sr. Principal Scientist
2. Sh. G M Bahuguna, Sr. Tech. Officer (3)
3. Sh. Harbhajan Singh, Sr. Technician (1)
4. Sh. Rakesh Kumar, Lab Attendent (1)
5. Sh. Ramesh Joshi, Assistant (G) Gr-I  
(In place of Sh. Vijay Kumar, Asstt (G) Gr-I who has retired on 31.07.2016)


(B) Members nominated by Director for Local Grievance Committee

1. Smt. Poonam Gupta, Chief Scientist - Chairman
2. Dr. Suman Lata Jain, Pricipal Scientist - Member
3. Dr. D C Pandey, Pricipal Tech. Officer - Member
4. Sh. V P Mangain, Sr. Technician (2) - Member
5. Sh. S. P. Saklani, Asstt (F&A) Gr-I - Member
6. Sh. Hakim Singh, Sr. Tech Officer - (SC/ST/OBC) representative
7. Sh. Devender Singh, Sr. Scientist - Liaison Officer for SC/ST
8. Section Officer (E) - Member Secretary

  
(Pravesh Chand)  
Section Officer

Copy to:

1. Smt. Poonam Gupta, Chairperson, LGC
2. All Members of LGC
3. P.S. to DIIP
4. P.S. to COA
5. All notice Boards

o/c  
  
20/3

#### 4.5.2 Details of applications received under RTI and information provided

- Number of applications received in this Institute under RTI Act 2005 since its inception are 876 and this institute has provided information to 868 applicants. Details will be updated in due course on Institute website.

#### 4.5.3 List of completed schemes/ projects/ Programmes

| S. No. | Project Title   |
|--------|---|
| 1.     | FUEL QUALITY SURVEY OF INDIA  |
| 2.     | CONFORMITY OF PRODUCTION EVALUATION OF VEHICLE (2019-20) MANUFACTURED BY TATA MOTORS  |
| 3.     | FABRICATION, SUPPLY AND INSTALLATION OF MEDICAL GRADE OXYGEN CONCENTRATOR SYSTEM FOR  |
| 4.     | DETAILED EVALUATION STUDY OF CRUDE OIL FROM PANNA-MUKTA FIELD OF B&S ASSET  |
| 5.     | SHORT EVALUATION STUDIES ON CRUDE OIL SAMPLE FROM BHASKAR FIELD (CB-ONN-2003/1) ANAND   |
| 6.     | STUDY THE PHYSIOCHEMICAL CHARACTERISTICS OF HIGH SPEED DIESEL BLENDED WITH DROP IN FUEL / 2 G FUEL (B25)                          |
| 7.     | EXPERT ADVISORY SERVICES FOR REVIEW THE PYROLYSIS OIL HYDROTREATER UNIT   |
| 8.     | STUDIES ON NAPHTHA SAMPLES  |
| 9.     | DEVELOPMENT OF HEAVY-DUTY DIESEL ENGINES FOR EMISSION CHARACTERISTICS   |
| 10.    | PERFORMANCE EVALUATION OF NEW ENGINE LUBRICANT FORMULATION OF MOTORCYCLE OIL (MCO)  |
| 11.    | ENDURANCE TEST ON DIESEL ENGINE USING TRANSIENT FACILITY  |
| 12.    | CRUDE OIL ASSAY OF NAGAYALANKA CRUDE OIL  |
| 13.    | FRICITION AND WEAR BEHAVIOUR OF FRICTION WEDGE MATERIAL FOR RAILWAY APPLICATION   |
| 14.    | TESTING OF PHYSICO-CHEMICAL PROPERTIES OF AVIATION TURBINE FUEL   |
| 15.    | TO STUDY THE DEPOSIT CHARACTERISTICS OF FIVE TWO-WHEELER PISTONS  |
| 16.    | STUDIES ON NAPHTHA SAMPLES FROM HAZEL MERCANTILE LTD, MUMBAI  |
| 17.    | EVALUATION STUDY OF CONDENSATE SAMPLE FROM BLOCK CB-ONN-2004/3 (ALIBATE) ANKLESHWAR   |
| 18.    | RATING OF CARBON DEPOSIT ON THE PISTON TO STUDY THE DEPOSIT CHARACTERISTICS OF FOUR TWO-WHEELER PISTONS AS PER ASTM MANUAL NO. 20 |
| 19.    | BASIC SKILL DEVELOPMENT TRAINING PROGRAM FOR THE YOUTH OF UTTARAKHAND REGION FOR 2019-  |
| 20.    | EVALUATION OF FRICTION AND WEAR OF FRICTION WEDGE MATERIAL FOR RAILWAY APPLICATION  |
| 21.    | TECHNO ECONOMY FEASIBILITY STUDY FOR USE OF BIO-FUELS AND ITS BELNDS IN OPERATION OF  |
| 22.    | TESTING OF MINERAL HYDROCARBON OIL SAMPLE   |
| 23.    | TESTING OF SAMPLE (DECLARED AS NAPHTHA) FORM OFFICE OF THE COMMISSIONER OF CUSTOMS,   |
| 24.    | CHASSIS DYNO TESTING  |
| 25.    | STUDY THE PHYSIOCHEMICAL CHARACTERISTICS OF GASLLINE AND DIESEL SAMPLES   |
| 26.    | STUDIES ON WAX DEPOSITION BEHAVIOUR OF OIL'S CRUDE OIL IN BRANCH PIPELINE   |
| 27.    | INTEGRATED THIN FILMS OF GRAPHENE-IONIC LIQUIDS FOR LUBRICANTION IN MEMS APPLICATION  |
| 28.    | TO STUDY THE DEPOSITS AND DISTRESSES CHARACTERISTIC OF A SIX-CYLINDER DIESEL ENGINE   |
| 29.    | ANALYSIS OF PHOTOCATALYTIC OXIDATION OF THIOLS IN HUMAN HAIR  |
| 30.    | PROJECT MANAGEMENT CONSULTANCY FOR PROCUREMENT OF PSA BASED MO2 PLANTS  |
| 31.    | TO STUDY THE DEPOSITS & DISTRESSES CHARACTERISTICS OF 2 PASSENGER CAR ENGINE COMPONENTS   |
| 32.    | TO STUDY THE DEPOSIT CHARACTERISTICS OF TWO-WHEELER PISTONS   |
| 33.    | HIRING OF SERVICE FOR STUDY OF EXPLORE A COST-EFFECTIVE PROCESSING SCHEME FOR NG  |
| 34.    | HIRING OF SERVICES ON NOMINATION BASIS FOR CARRYING OUT OF ASHOKENAGAR CRUDE OIL  |
| 35.    | PLATINUM NANO "PLATINUM AS AN ESSENTIAL ELEMENT IN AN INTEGRATED PROCESS FOR EFFICIENT  |
| 36.    | RATING AND INSPECTION OF 15 NOS. OF WHEEL BEARINGS  |
| 37.    | LUBRICATION AND WEAR BEHAVIOUR OF GREASE IN GEAR AND ROLLING BEARING CONTACT  |
| 38.    | TESTING OF HISAFE DU 4600 AND PROTOMAC HYDRALUBE 46 FOR HOMOGENEITY AND MISCIBILITY   |
| 39.    | DEVELOPMENT AND ENDURANCE TESTS OF ENGINES AND ITS ASSOCIATED SYSTEMS USING TRANSIENT   |
| 40.    | METHANOL-DIESEL DUAL FUEL ENGINE FOR STATIONARY APPLICATIONS  |
| 41.    | DEVELOPMENT OF DYNAMIC ENVIRONMENTAL NOISE MAPPING / INFORMATION SYSTEM AND   |

## 4.5.4

## programme underway

## List of schemes/ projects/

| S. No. | Project Title   |
|--------|---|
| 1      | DEMONSTRATION OF MOBILE PYROLYSER FOR CONVERSION OF AGRICULTURE RESIDUES FOR PRODUCTION OF BIO-OIL AND BIOCHAR  |
| 2      | FARM BASED S&T INTERVENTIONS FOR SOCIO-ECONOMIC DEVELOPMENT IN THE ASPIRATIONAL DISTRICT OF NABARANGPUR, ODISHA   |
| 3      | DEMONSTRATION OF 1000 LIT/DAY SYNGAS GENERATION VIA DRY REFORMING   |
| 4      | DEVELOPMENT OF HETEROGENEOUS CATALYST FOR OXIDATIVE COUPLE OF METHANE TO ETHYLENE   |
| 5      | NITROGEN-DOPED RENEWABLE CARBON SUPPORT COBALT CATALYST FOR SELECTIVE HYDROGENATION OF ARENES AND HETEROARENES  |
| 6      | PRODUCTION OF GASOLINE-RANGE AROMATICS AND HYDROGEN-ENRICHED FUEL GAS FROM NON-EDIBLE/WASTE COOKING OILS OVER ENGINEERED HIERARCHICAL NANO ZEOLITES                   |
| 7      | DEVELOPMENT OF TEXTURED THERMO HYDRODYNAMIC JOURNAL BEARING FOR OPTIMUM ROTOR DYNAMIC PERFORMANCE   |
| 8      | STUDY OF COMPATIBILITY / MISCIBILITY OF POLs OF DIFFERENT MAKE  |
| 9      | CO <sub>2</sub> AS A BUILDING BLOCK FOR SYNTHESIS OF FINE CHEMICAL AND FUEL OVER FUNCTIONALIZED MATERIALS   |
| 10     | SOLAR ASSISTED HYDROFORMYLATION / CARBOXYLATION OF OLEFINS CONTAINING NATURAL PRODUCTS WITH CO <sub>2</sub>   |
| 11     | CRYSTALLOGRAPHIC EVIDENCE TO UNDERSTAND INTERACTIONS BETWEEN GASEOUS GUEST MOLECULES AND THE CRYSTALLINE HOST MATERIALS USING IN-SITU X-RAY CRYSTALLOGRAPHIC ANALYSIS |
| 12     | TESTING OF SAMPLES FOR TEM, EDS, TPO, TPR/TPN, RAMAN SPECTROSCOPY AND TGA   |
| 13     | DESIGN OF A DEMONSTRATION PLANT BASED ON A HYBRID PROCESS FOR THE PRODUCTION OF GRADE 'A' HELIUM FROM NATURAL GAS : TIP DEVELOPMENT FOR PILOT PLANT                   |
| 14     | DEVELOPMENT OF AN INDIGENOUS CATALYST FOR HYDROGENATION OF CO <sub>2</sub> TO METHANOL AND DESIGN OF A PILOT SCALE UNIT FOR 10KG/DAY METHANOL PRODUCTION              |
| 15     | FEASIBILITY AND IMPACTS OF BIOENERGY TRIGENERATION SYSTEMS (BIO TRIG) IN DISADVANTAGED RURAL AREAS IN INDIA   |
| 16     | FEASIBILITY STUDY FOR THE VAPOUR PHASE CONVERSION OF GLYCEROL TO ACRYLIC ACID USING MOLECULAR OXYGEN IN A FIXED BED REACTOR SETUP                                     |
| 17     | DEVELOPMENT OF COST-EFFECTIVE STATIONARY AND PORTABLE MEDICAL OXYGEN CONCENTRATORS  |
| 18     | FIRE RESISTANT CHARACTERISTICS TESTS OF HYDRAULIC FLUID INCLUDING AUTO IGNITION TEST, FLAME PROPAGATION TEST AND TEMPERATURE PRESSURE SPRAY IGNITION TEST             |
| 19     | HIGH-TEMPERATURE WORKABILITY AND TRIBOLOGICAL CHARACTERIZATION OF HIGH ENTROPY ALLOY  |
| 20     | DEVELOPMENT OF INDUSTRIAL CATALYST FOR SELECTIVE PRODUCTION OF XYLENE FROM BIO-DERIVED GLYCEROL   |
| 21     | RT-PCR BASED SARS-COV-2 PATIENT SAMPLE TESTING OF UTTARAKHAND   |
| 22     | PERFORMANCE EVALUATION OF AFTERTREATMENT DEVICES DEVELOPED FOR CONSTANT SPEED DIESEL ENGINE APPLICATION   |
| 23     | CLATHRATE HYDRATES: OPPORTUNITIES FOR INNOVATIVE TECHNOLOGIES   |
| 24     | AUDIT AND CERTIFICATION OF BIODIESEL PLANTS BASED ON USED COOKING OIL (UCO) AS FEEDSTOCK  |
| 25     | COMPARISON OF THE SULFIDING PERFORMANCE OF DORF KETAL SULFIDING AGENT WITH DMDS OVER HYDROPROCESSING CATALYST MICROREACTOR (5 ML CATALYST)                            |
| 26     | TESTING OF SUNOIL HFDU 68 (SYNTHETIC ESTER BASED HYDRAULIC OIL) AS PER IS 7895 & IS 10532 (PART-5)  |
| 27     | FABRICATION, SUPPLY AND INSTALLATION OF MEDICAL GRADE OXYGEN CONCENTRATOR SYSTEM TO GOVERNMENT ESTABLISHMENTS UNDER PM CARES FUND                                     |
| 28     | TESTING OF UCO, ACID OIL AND BIODIESEL  |
| 29     | STUDIES FOR EFFICIENT UTILIZATION OF UCO STREAM GENERATED FROM UPCOMING   |

|    |   |
|----|---|
|    | EBULLATED BED (E B) RESID HYDROCRACKER  |
| 30 | INVESTIGATION OF FRICTION AND WEAR BEHAVIOR OF FRICTION WEDGE MATERIAL FOR RAILWAY APPLICATION  |
| 31 | CRASH COURSE ON MOELCULAR DIAGNOSIS OF COVID-19   |
| 32 | FIRE REISTANT HYDRAULIC FLUID EQUIVALENT TO HFDU-68 PER SAMPLE  |
| 33 | PERFORMANCE INVESTIGATION OF SYNTHETIC ESTER BASED HYDRAULIC FLUID HFDU 68  |
| 34 | TO STUDY THE DEPOSIT CHARACTERISTICS OF PASSENGER CAR ENGINE COMPONENTS   |
| 35 | DEVELOPMENT OF NEW VARIANTS OF THE RE-FORMULATED THOXCAT ES CATALYST WITH EFFECTIVE FOAM CONTROL FEATURE FOR SUPPLY SECURITY IN THE MIDDLE EAST MARKET  |
| 36 | DEVELOPMENT OF PUBLIC DEMONSTARATION GARDEN PLOT AND SHOWCASE IN CSIR-IIP PREMISED UNDER THE FLORICLUTURE MISSION   |
| 37 | CRUDE OIL ASSAY FOR 2 SAMPLES FROM OILMAX   |
| 38 | RECONDITIONING OF CFR ENGINE PICK UP AT BPCL MUMBAI REFINERY  |
| 39 | A BENCH SCALE HIGH PRESSURE VISUAL AUTOCLAVE: ASSESSMENT OF GREEN HYDRATE INHIBITORS FOR DEEPWATER ENERGY PRODUCTION  |
| 40 | PELLETISATION OF FOREST RESIDUES AND LANTANA CAMARA   |
| 41 | TESTING OF FRHF (HFDU 68) OIL AS PER IS-10532 PART V  |
| 42 | TO STUDY THE DEPOSIT CHARACTERISTICS OF TWO-WHEELER PISTONS MERIT RATING  |
| 43 | GASOLINE ANALYSIS OF 4 NOS. OF FLEX FUEL SAMPLES  |
| 44 | DEVELOPMENT OF COAL-TAR-PETROLEUM HYBRID PITCH  |
| 45 | DEVELOPMENT OF CATALYST AND PROCESS FOR SLURRY PHASE RESIDUE HYDROCRACKING  |
| 46 | PREPARATION OF DETAILED PROJECT REPORT FOR CHHATISGARH BIOFUEL DEVELOPMENT AUTHORITY (CBDA)   |
| 47 | DEVELOPMENT OF CATRALYST FOR CONTINUOUS CATALYST REGENERATION (CCR) REFORMING PROCESS   |
| 48 | DEVELOPMENT AND TESTING OF BIO-JET FUEL FOR IAF   |
| 49 | THERMO-CHEMICAL HYDROGEN GENERATION THROUGH PARTIALLY OPEN-LOOP S-I PROCESS INVOLVING H2S INCINERATION : PART I. EXPERIMETAL STUDY OF BUNSEN REACTION AND HI DECOMPOSITION  |
| 50 | SETTING UP OF 1 TDP DEMO PILOT PLANT FOR CONVERSION OF WASTE PLASTIC TO VALUE ADDED HYDROCARBONS (PHASEII)  |
| 51 | THERMO-CHEMICAL HYDROGEN GENERATION THROUGH PARTIALLY OPEN-LOOP S-I PROCESS INVOLVING H2S   |
| 52 | ENHANCED CO2 ADSORPTION AND ITS PHOTO-ELECTROCHEMICAL CONVERSION USING SEMICONDUCTOR-METAL COMPLEX HYBRIDS  |
| 53 | BIOMASS HYDROLYSIS FOR THE PRODUCTION OF FUEL GRADE HYDROCARBONS  |
| 54 | PYROLYSIS OF AGRICULTURAL WASTE FOR PRODUCTION OF BIO-OIL FOR STATIONERY APPLICATION  |
| 55 | INTERGRATED BIOREFINERY FOR CONVERTING PAPER MILL WASTE INTO CHEMICAL WEALTH  |
| 56 | INTERNATIONAL CONSORTIUM FOR RENEWABLE AND ADVANCED FUEL TECHNOLOGIES (i-CRAFT): THE INDIAN CONSORTIUM FOR ADVANCED BIOJET FUEL TECHNOLOGIES (Ic-ABFT)  |
| 57 | EDIBLE OIL BLEND FROM LIGNOCELLULOSIC PENTOSANS AND OTHER INEXPENSIVE RAW MATERIALS   |
| 58 | VALORISING WASTE FROM SUGAR CANE AND ASSOCIATED INDUSTRIES VIA INNOVATIONS IN PRE-TREATMENT BIOTRANSFORMATION AND PROCESS INTENSIFICATION' [vWa]"   |
| 59 | DEVELOPMENT OF LUBRICATING OIL (HALRC-35M) FOR HALICOPTER TRANSMISSION GEARBOXES  |
| 60 | PREPARAATION OF THIRD NATIONAL COMMUNICATION (TNC) AND OTHER NEW INOFRMATION TO THE UNFCCC" PROJECT: GREENHOUSE GAS INVENTORY FOR TNC AND BIENNIAL UPDATE REPORT II & III AND TITLE: ENERGY SECTOR-PETROLEUM PRODUCTS AND ROAD TRANSPORT SECTOR INVENTORY |
| 61 | PERFFRMANCE EVALUATION OF NEW ENGINE LUBRICANT FORMULATION SYNTHESIZED FOR TWO-WHELLERS THROUGH FIELD TRIALS  |
| 62 | OPERATION OF FUEL TESTING LABORATORY AT NOIDA   |

**4.5.5 Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract**

**Works (Civil & Elect.) 2021-22**

| SL No | Name and address of the contractor, mail id & mobile no.    | Name & location of contract work                                  | Date of commencement | Days & Amount                          | No. workers employed per day |
|-------|---|---|----------------------|--|------------------------------|
| 1     | M/s Anand Services 25 Tilak Road DehraDun                   | AMC of staff quarters (Elect work)                                | 9.12.2021            | 360 days<br>Amount-<br>Rs.9,48,450.00  | 3 no                         |
| 2     | M/s Anand Services 25 Tilak Road DehraDun                   | AMC of all lab building (Elect.)                                  | 22.12.2021           | 12 month<br>Rs.17,65,856.00            | 2 no                         |
| 3     | M/s M.K Construction Old 89 -217 M colony Ballupur Dehradun | Water Proofing treatment/Iron Profile Sheetat Tech block. Cibvil) | 14.01.2022           | 90 days<br>Rs.13,69,409.00             | 6 no                         |
| 4     | M/s Mark Engineer gali no 16A Ashok Vihar Gurugram          | Installation of ducting system in Auditorium of IIP               | 01.02.2022           | 120 days<br>Amount-<br>Rs.21,64,950.00 | 4 no                         |
| 5     | M/s Doon Light Associates 24-C,Vijaty Park Ext.Dehradun     | Replacement of old/damaged cable pnels of IIP. (Elect)            | 24.12.2021           | 180 days<br>Amount-<br>Rs.18,34,770.00 | 4 no                         |
| 6     | M/s M.K Construction Old 89 -217 M colony Ballupur Dehradun | Exteroor and Interior painting of GH and other repair work        | 21.01.2022           | 180 datys<br>21,38,529.00              | 6 no                         |
| 7     | M/s Shree Durgai Construction B.O:34-Raja Road DehraDun     | Water proofing treatment of staff quarters (civil Work)           | 09.03.2022           | 8 months<br>45,18,711.00               | 6 no                         |
| 8     | M/s Shree Durgai Construction B.O:34-Raja Road DehraDun     | Renovation of staff quaters                                       | 27.10.2021           | 8 months<br>17,13,075.00               | 6 no                         |
| 9     | M/s S.S Company mahollapattowala Shamli UP                  | AMC of all lab building (Civil.)                                  | 22.03.2022           | 12 month<br>Rs.15,26,905.00            | 2 no                         |

**Details of all the contracts entered with CSIR-IIP, General Section**

| S. No. | Contract Name                       | Name of the Contractor   | Amount of Contract | Period of Completion           |
|--------|-------------------------------------|--|--------------------|--------------------------------|
| 1.     | Security Services                   | M/s Jagdish Prasad Security Agency   | 1,23,42,000        | 31 <sup>st</sup> July 2023     |
| 2.     | Housekeeping and Allied Services    | M/s Prime Cleaning Services  | 1,50,48,000        | 31 <sup>st</sup> August 2023   |
| 3.     | Hiring of taxi                      | M/s R S Travels, Dehradun  | 15 lakh            | 31 <sup>st</sup> December 2023 |
| 4.     | Empanelment of advertisement agency | M/s Posimage<br>M/s Eashita Advertisers<br>M/s Adknack Advertising Pvt. Ltd. |                    | 31 <sup>st</sup> August 2023   |

#### **4.5.6 Annual Report**

- Annual Reports are available on the IIP website and can be accessed through the URL: <https://www.iip.res.in/annual-reports/>

#### **4.5.7 Frequently Asked Question (FAQs):**

- Not Applicable

#### **4.5.8 Any other information such as - (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the , (d) Performance against the benchmarks set in the Citizen's Charter:**

- Not Applicable

#### **4.6 Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013] :**

##### **4.6.1 Details of applications received and disposed**

- Number of applications received in this Institute under RTI Act 2005 since its inception are 876 and this institute has provided information to 868 applicants.

##### **4.6.2 Details of appeals received and orders issued**

- Number of appeals received in this Institute under RTI Act 2005 since 2013 are 21 and order issued in all 21 appeals.

#### **4.7 Replies to questions asked in the parliament[Section 4(1)(d)(2)]**

##### **4.7.1 Details of questions asked and replies given**

- Input for the Parliament Questions pertaining to CSIR and its Labs./Institutes are provided by the respective laboratories. The replies in respect of Unstarred Question are furnished by CSIR HQ in order to be laid before the Parliament. The replies in respect of Starred Question/ Supplementary Questions thereof are answered by the Hon'ble Minister in the respective house.



## 5. Information as may be prescribed

5.1 Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]:

5.1.1 Name & details of –

(a) Current CPIOs & FAAs,

- **Central Public Information Officer (Scientific and Technical Matters) w.e.f. 05.01.2022**

**Dr. Raj Kumar Singh**  
Principal Scientist and CPIO (S&T)  
CSIR-Indian Institute of Petroleum,  
Mohkampur, Dehradun 248 005  
Phone No. – 8909832703  
Email – [rksingh\[at\]iip\[dot\]res\[dot\]in](mailto:rksingh@iip.res.in)

- **Central Public Information Officer (Administrative Matters) w.e.f. 15.02.2022**

**Smt Purnima Arora**  
Administrative Officer & CPIO  
CSIR-Indian Institute of Petroleum,  
Mohkampur, Dehradun 248 005  
Mobile No.–9873341972  
Email – [purnimaarora@csir.res.in](mailto:purnimaarora@csir.res.in)

- **First Appellate Authority w.e.f. 05.12.2016**

Shri Sudip Kumar Ganguly  
Chief Scientist & Head, CMSD  
CSIR-Indian Institute of Petroleum,  
Mohkampur, Dehradun 248 005  
Telephone – (O) 0135-2525937  
Email – [sganguly\[at\]iip\[dot\]res\[dot\]in](mailto:sganguly[at]iip[dot]res[dot]in)

(b) Earlier CPIO & FAAs from 1.1.2015

| Sl. No.   | Name & Designation     | From       | To         |
|---|------------------------|------------|------------|
| ➤ <b>Central Public Information Officer (Admin.)</b>  |                        |            |            |
| 1.  | Sh Laxman Singh Negi   | 01.01.2015 | 09.11.2015 |
| 2.  | Smt Sushila Singhal    | 10.11.2015 | 03.10.2016 |
| 3.  | Sh Surender Kumar      | 04.10.2016 | 28.12.2016 |
| 4.  | Sh Jaswant Rai         | 29.12.2016 | 31.01.2022 |
| ➤ <b>Central Public Information Officer (S&amp;T)</b> |                        |            |            |
| 1.  | Sh Amar Kumar Jain     | 15.04.2015 | 04.12.2016 |
| 2.  | Dr Manoj Srivastava    | 05.12.2016 | 14.04.2019 |
| 3.  | Dr Shailendra Tripathi | 15.04.2019 | 31.12.2021 |
| ➤ <b>First Appellate Authority</b>                    |                        |            |            |
| 1.  | Dr S M Nanoti          | 01.01.2015 | 04.12.2016 |
| 2.  | Shri Amar Kumar Jain   | 05.12.2016 | 31.07.2020 |

**5.1.2 Details of third party audit of voluntary disclosure -(a) Dates of audit carried out, (b) Report of the audit carried out :**

- Third Party Audit was carried out for the Yearly Transparency Audit by CSIR-HRDC, Ghaziabad.
- The Audit was carried out on 16.06.2021 after the submission of Proactive Disclosure by the institute on the CIC Portal.

**AUDIT REPORT-** Displayed on the website under RTI.

**5.1.3 Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD - (a) Date of appointment , (b) Name & Designation of the officers :**

- Not-Applicable

**5.1.4 Consultancy committee of key stake holders for advice on suo-motu disclosure - (a) Dates from which constituted, (b) Name & Designation of the officers:**

- Not-Applicable

**5.1.5 Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI - (a) Dates from which constituted, (b) Name & Designation of the Officers:**

- Fully-met (Work on the direction of CSIR HQ New Delhi)

## 6. Information Disclosed on own Initiative Year

### 6.1 Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information

#### 6.1.1 Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information

- Institute's website can be accessed to get information on various matters.

### 6.2 Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Pub.

#### 6.2.1 Whether STQC certification obtained and its validity

- Yes. It was valid till 19/03/2020.



|                                      |   |          |
|--------------------------------------|---|----------|
| Certificate Number: -                | TERA/CQW/GIGW/_0100   | Rev: 1.0 |
| Type :-                              | GIGW 2009 - Production  |          |
| Testing Standards: -                 | GIGW 2009 Reference Standards   |          |
| Testing and Auditing Organization: - | Terasoft Technologies   |          |
| Testing and Audit Methodology: -     | GIGW 2009 Reference Standards Methodology   |          |
| Test /Audit Date:-                   | 18-03-2019 / 19-03-2019   |          |
| Testers Details:-                    | Pooja Shirsath  |          |
| Auditors Details:-                   | Purnima Jaju  |          |
| Certificate Issue Date: -            | 20-03-2019  |          |
| Certificate Validity: -              | This certificate is valid till, no major changes are done in the server side code of the website or WQM or 1 year, whichever is earlier.  |          |
| URL owner:-                          | Indian Institute of Petroleum, Dehradun Government of India.  |          |
| Testing URL:-                        | http://www.iip.res.in/  |          |
| Remark:-                             | Mentioned testing URL has been checked while adhering to GIGW 2009 115 Mandatory standard points.   |          |
| Recommendations:-                    | <ul style="list-style-type: none"><li>• All the points mentioned in WQM should be adhered and complied regularly.</li><li>• WIM details need to be updated regularly.</li></ul> |          |

It is Approved as per ITTL Certificate No. STQC/ITTL/02/2016/14 from STQC, MeITy, Government of India

Regards,  
Rashmi J.  
Quality Manager  
Terasoft Technologies-ITTL

Regards,  
Ashutosh Landge  
Head,  
Terasoft Technologies-ITTL

Shivanand, Vedantnagar, Savedi Road, Ahmednagar, Maharashtra 414003  
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### 4.5.5 Does the website show the certificate on the Website?

- Yes