

**BUREAU OF INDIAN STANDARDS**

**Manak Bhawan  
9 B.S. Zafar Marg  
New Delhi-110 002**

**Our Ref: HRD/19:1(2021)**

**09 Sept 2021**

**Subject: Restructuring of Central Lab (CL)**

**MEMORANDUM**

1. As per the directions of the Competent Authority, Central Lab (CL) has been bifurcated into Central Lab-1 (CL-1) and Central Lab-2 (CL-2). Accordingly, the subsequent placement of Scientific Cadre Officers in CL-1 and CL-2 will be as follows:

**Central Lab-1**

Sl. No	Name of the officer	Designation
1.	Shri Shyam Sunder	Sc.F & Head (CL-1)
2.	Shri L.S. Chauhan	Sc.D
3.	Shri M.S.Verma	Sc.D
4.	Shri Md. Afsar Imam	Sc.B
5.	Shri Jatin Tiwari	Sc.B
6.	Shri Arun Kumar Sankhwar	Sc.B

**Central Lab-2**

Sl. No	Name of the officer	Designation
1.	Shri Saurabh Tiwari	Sc.E & Head (CL-2)
2.	Shri Ritu Raj	Sc.D
3.	Ms. Archana Gautam	Sc.C
4.	Shri Devesh Kumar Sharma	Sc.B
5.	Shri Vipul Bohara	Sc.B
6.	Shri Mukund Madhav Mishra	Sc.B

2. Further, areas of activities as decided by the Competent Authority would be as follows:

**CL-1:** Handling the operations of testing sections namely Mechanical and Electrical, Administration and Finance (A&F), Purchase & Store and Building Maintenance.

**CL-2:** Handling the operations of testing sections namely Chemical, Microbiological and Referral Assay Laboratory, Sample Cell and Quality Assurance.

3. Sample Cell & Quality Assurance shall report to Head (CL-2) while Building Maintenance, Purchase & Store, Administration and Finance (A&F) shall report to Head (CL-1).

For Leave, APAR and Disciplinary matters senior most Head between Head (CL -1) and Head (CL-2) will be the Authority.

4. Financial and Administrative powers shall be exercised independently by both Head (CL-1) and Head (CL-2) in their respective areas of assigned activities.

5. **Shri Mukund Madhav Mishra, Sc.B** will be in-charge of Sample Cell for both the labs, but will report to Head (CL-2) for administrative purposes.

6. **In addition to the above arrangement, the Competent Authority has also decided to place the following Scientific Cadre Officers as per the details given against their names:**

Sl. No.	Name & Designation of Officer	From	To
1	Shri Dwaipayan Bhadra, Sc.E	Head (WRD)	Head (WRD) with additional charge of Head(LPPD)
2	Shri Sachchidanand Kumar, Sc.C	CL	MTD, HQ

7. All Officers shall be relieved from their present place of posting with effect from 09 September 2021 (AN) and report for duties on 10 September 2021 (FN). No joining time or transfer TA shall be admissible, all being local placements/posting.

8. They should send their relieving/joining reports through their reporting officer to the undersigned at mail [hrd@bis.gov.in](mailto:hrd@bis.gov.in) together with a copy endorsed to Director (Finance) at mail- [fin@bis.gov.in](mailto:fin@bis.gov.in) in due course.

-sd/-  
(Jitender Kumar)  
Head (HRD)

**To all officers concerned through BIS Intranet.**

Copy to:

- i) PS of DG
- ii) PS of ADG
- iii) PS of CVO
- iv) PS of DDGA
- iv) PS of all DDG concerned
- vi) PS of DDGF
- vii) Personal file
- viii) Concerned Departments
- ix) Transfer file

Head (HRD)