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Bureau of Indian Standards  
(Government of India)  
Manak Bhawan  
9, Bahadur Shah Zafar Marg  
New Delhi - 110 002

Our Ref: SSD1/SNAP/Gen

20<sup>th</sup> January 2020

**Subject: Creation of Standardisation Cells in Ministries/Departments**

Dear Sir,

As you are aware, Bureau of Indian Standard (BIS) is the National Standards Body of India involved in developing national standards on products, processes and services which are called as Indian Standards. These standards are formulated through various Sectional Committees comprising of stakeholders from government, academia, consumer organizations, industries etc.

2. Standards have been widely recognized as catalyst for technical development, industrial growth, the well-being of the society and more recently for convergence of new and emerging technologies. The Ministry of Commerce and Industry has developed the Indian National Strategy for Standardization (INSS) acknowledging the standards for goods and services critical to the establishment of a robust "Quality Ecosystem" in India.

3. In pursuance of the strategic considerations envisaged in INSS, BIS has brought out a "Standards National Action Plan (SNAP)", under which one of the actionable points is the creation of **Standardization Cells** in Ministries/ Departments/ Industry Associations. The Standardization Cell is envisaged to act as a channel of communication among the government, industry and BIS to facilitate the identification of new subjects and relevant experts for standardization in different sectors. The Cell will also facilitate the availability of timely inputs on standardization and enhance implementation of standards.

4. I would like to request you, therefore, to set up a Standardization Cell in your Ministry/Department, with an officer not below the level of Joint Secretary as its Chairperson and senior officers from the organizations and institutions under the administrative control of the Ministry/Department; and to share a copy of the order issued in this regard latest by 30<sup>th</sup> January, 2020 to enable BIS to organize an orientation workshop for the Heads and members of the Standardization Cells in the first half of February, 2020.

With Regards.

Yours sincerely,

  
(Pramod Kumar Tiwari)

Dr. Trilochan Mohapatra  
Secretary  
Department Agricultural Research and Education  
Ministry of Agriculture and Farmers Welfare,  
Krishi Bhawan, Rajendra Prasad Road,  
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**List of Secretaries Government of India**

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| 3.      | Ministry of Chemicals and Fertilizers                 | Shri Chhabilendra Roul<br>(Secretary)                                                           | Department of Fertilizers,<br>Ministry of Chemicals and Fertilizers<br>Shastri Bhawan<br>New Delhi - 110001 (India)                                                                                                                                                                                                         | <a href="mailto:fertsec@nic.in">fertsec@nic.in</a>                                                               | 23381275 (o),<br>23383695 (o)                     |
| 4.      | Ministry of Civil Aviation, Govt. Of India, New Delhi | Shri Pradeep Singh Kharola<br>(Secretary)                                                       | Rajiv Gandhi Bhawan Block B, Safdarjung Airport Area, New Delhi - 110003                                                                                                                                                                                                                                                    | <a href="mailto:secy.moca@nic.in">secy.moca@nic.in</a>                                                           | 24610358<br><br>011 2463 2950                     |
| 5.      | Ministry of Coal                                      | Shri Anil Kumar Jain<br>(Secretary)                                                             | Ministry of Coal, Shastri Bhawan, New Delhi - 110 001                                                                                                                                                                                                                                                                       | secy.moc@nic.in                                                                                                  | 23384884                                          |
| 6.      | Ministry of Commerce & Industry, New Delhi            | Dr. Anup Wadhawan<br>(Commerce Secretary)                                                       | Department of Commerce<br>Ministry of Commerce and Industry<br>Udyog Bhawan,<br>New Delhi 110 107                                                                                                                                                                                                                           | <a href="mailto:csoffice@nic.in">csoffice@nic.in</a>                                                             | 23063664,<br>23063617,<br>23061796<br>(Fax)       |
| 7.      | Ministry of Communications                            | Shri Anshu Prakash<br>[Chairman DCC & Secretary(T)]                                             | Ministry of Communications<br>Department of Telecommunications,<br>Sanchar Bhawan, 20 Ashoka Road, New Delhi 110001                                                                                                                                                                                                         | <a href="mailto:secy-dot@nic.in">secy-dot@nic.in</a>                                                             | 23719898                                          |

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| 9.  | Ministry of Corporate Affairs, New Delhi                        | Shri Injeti Srinivas (Secretary)               | A' Wing, Shastri Bhawan, Rajendra Prasad Road, New Delhi - 110 001                                                     | <a href="mailto:secy.mca@nic.in">secy.mca@nic.in</a>             | 23382324                          |
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| 16. | Ministry of External Affairs                                    | Shri Vijay Gokhale (Foreign Secretary)         | Ministry of External Affairs, South Block, E Block, Central Secretariat, New Delhi, Delhi 110001                       | <a href="mailto:psfs@mea.gov.in">psfs@mea.gov.in</a>             | 23012318,<br>23012196             |
| 17. | Ministry of Finance                                             | Shri Rajiv Kumar (Finance Secretary)           | Department of Financial Services Ministry of Finance 3rd Floor, Jeevan Deep Building Sansad Marg New Delhi-110001      | <a href="mailto:secy-fs@nic.in">secy-fs@nic.in</a>               | 23340222,<br>23343478             |
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| 19. | Ministry of Jal Shakti                                            | Shri U. P. Singh<br>(Secretary)             | Department of Water Resources, RD & GR, e-Gov Cell, 6th Floor Cabin, Shram Shakti Bhawan, Rafi Marg, New Delhi – 110001 | <a href="mailto:secy-mowr@nic.in">secy-mowr@nic.in</a>           | 11-23715919<br>11-23710305        |
| 20. | Ministry of Labour and Employment                                 | Shri Heeralal Samariya<br>[Secretary (L&E)] | Ministry of Labour & Employment<br>Govt. of India,<br>Shram Shakti Bhawan<br>Rafi Marg,<br>New Delhi-110001             | <a href="mailto:secy-labour@nic.in">secy-labour@nic.in</a>       | 23710265                          |
| 21. | Ministry of Law & Justice, New Delhi                              | Shri Anoop Kumar Mendiratta<br>(Secretary)  | 4th Floor, A-Wing,<br>Shastri Bhawan New Delhi - 110 001                                                                | <a href="mailto:secylaw-dla@nic.in">secylaw-dla@nic.in</a>       | 011-23384205                      |
| 22. | Ministry of Micro, Small and Medium Enterprises (MSME), New Delhi | Dr. Arun Kumar Panda<br>(Secretary)         | Udyog Bhawan, Rafi Marg, New Delhi - 110011                                                                             | <a href="mailto:secretary-msme@nic.in">secretary-msme@nic.in</a> | 23062107,<br>23061023             |
| 23. | Ministry of Mines                                                 | Shri Sushil Kumar<br>(Secretary)            | Ministry of Mines<br>Shastri Bhawan, Dr. Rajendra Prasad Road, New Delhi – 110 001                                      | <a href="mailto:secy-mines@nic.in">secy-mines@nic.in</a>         | 23385173<br>23382614              |
| 24. | Ministry of Minority Affairs                                      | Shri Pramod Kumar Das<br>(Secretary)        | Ministry of Minority Affairs, 11th Floor, Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi-110003     | <a href="mailto:secy-mma@nic.in">secy-mma@nic.in</a>             | 24364272                          |
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| 26. | Ministry of Panchayati Raj                                        | Shri Sunil Kumar<br>(Secretary)             | 11th Floor, J.P. Building, Kasturba Gandhi Marg, Connaught Place, New Delhi, Delhi 110001                               | <a href="mailto:secy-mopr@nic.in">secy-mopr@nic.in</a>           | 23389008(O)<br>23389028(Fax )     |
| 27. | Ministry of Parliamentary Affairs                                 | Dr. R S Shukla,<br>(Secretary)              | Ministry of Parliamentary Affairs, Room. No. 92, Parliament House, New Delhi - 110001                                   | <a href="mailto:secympa@nic.in">secympa@nic.in</a>               | 01123017663<br>01123034644        |
| 28. | Ministry of Personnel , Public Grievances and                     | Dr. C. Chandramouli<br>Secretary            | Ministry of Personnel, P G and Pensions Department of                                                                   | secy_mop@nic.in                                                  | 23094848,<br>23094500(fax)<br>(o) |

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| 30. | Ministry of Power                                                             | Shri Sanjiv Nandan Sahai Secretary                              | Ministry of Power Govt. of India, Shram Shakti Bhawan, Rafi Marg, New Delhi-1                                                                                                                                                                            | <a href="mailto:secy-power@nic.in">secy-power@nic.in</a>               | 23710271<br>23711316      |
| 31. | Ministry of Railways                                                          | Shri Sushant Kumar Mishra Secretary/Rly Board                   | Rail Bhavan, 1, Raisina Road, New Delhi 110001                                                                                                                                                                                                           | <a href="mailto:secyrb@rb.railnet.gov.in">secyrb@rb.railnet.gov.in</a> | 23385227                  |
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| 36. | Ministry of Skill Development and Entrepreneurship, Govt. Of India, New Delhi | Shri Praveen Kumar (Secretary)                                  | Room No. 524, Shram Shakti Bhawan, Rafi Marg, New Delhi-110001                                                                                                                                                                                           | <a href="mailto:secy-msde@nic.in">secy-msde@nic.in</a>                 | 23465-833/834             |

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| 38. | Ministry of Health and Family Welfare, Govt. Of India, New Delhi | Ms. Preeti Sudan<br>(Secretary)             | Room No. 348; 'A'<br>Wing, Nirman Bhawan, New Delhi-<br>110011                                                       | <a href="mailto:secyhfw@nic.in">secyhfw@nic.in</a>             | 23061863,230<br>63221                                      |
| 39. | Ministry of Heavy Industries and Public Enterprises              | Shri Arun Goel<br>(Secretary)               | Udyog Bhawan, Rafi Marg,<br>New Delhi- 110011                                                                        | <a href="mailto:shioff@nic.in">shioff@nic.in</a>               | 23063633<br>23061854                                       |
| 40. | Ministry of Home Affairs                                         | Shri Ajay Kumar Bhalla<br>Home Secretary    | Ministry of Home Affairs<br>North Block<br>New Delhi - 110001                                                        | hshso@nic.in                                                   | 23092989<br>23093031<br>23093003<br>(FAX)                  |
| 41. | Ministry of Housing and Urban Affairs, New Delhi                 | Sh. Durga Shankar Mishra<br>(Secretary)     | Nirman Bhawan,<br>Maulana Azad Road,<br>New Delhi - 110011                                                           | <a href="mailto:secyurban@nic.in">secyurban@nic.in</a>         | 011-23062377                                               |
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| 44. | Ministry of Social Justice and Empowerment                       | Mr. R. Subrahmanyam<br>(Secretary)          | Room No. 604, A-Wing,<br>Shastri Bhawan, New Delhi - 110 001                                                         | <a href="mailto:secywel@nic.in">secywel@nic.in</a>             | 23382683,<br>23389184<br>23385180<br>(Fax)                 |
| 45. | Ministry of Statistics and Programme Implementation              | Shri Pravin Srivastava<br>(Secretary & CSI) | 418, Sardar Patel Bhawan, Parliament street, New Delhi.                                                              | secretary@mospi.gov.in                                         | Tel(O):237421<br>50<br>Tel(O):233446<br>89<br>Fax:23742067 |
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| 47. | Ministry of Textiles                                             | Sh. Ravi Capoor<br>Secretary                | Udyog Bhawan, Rafi Ahmed Kidwai Marg,<br>New Delhi, 110011                                                           | <a href="mailto:secy-textiles@nic.in">secy-textiles@nic.in</a> | 23061769                                                   |
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