

**INDIAN STATISTICAL INSTITUTE**  
**203 BARRACKPORE TRUNK ROAD**  
**KOLKATA 700 108**

OFFICE ORDER NO. D.O./2019/ 228 DATED 17 MAY 2019

In partial modification of the Office Order No. D.O./2018/226 dated 18 April, 2018, it is decided to establish an RTI Cell at C.E. (A&F)'s Office which will be manned by the following Officials:-

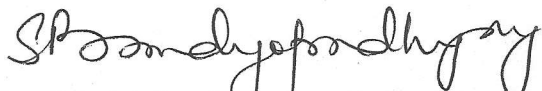
1. Shri Durgam Giri, Sr. Admn. Officer: Officer-in-Charge, RTI, Grievance, Complaints and Vigilance Cell
2. Ms. Khusboo Singh, Office Asst. 'A': Dealing Assistant, RTI, Grievance, Complaints and Vigilance Cell

The RTI, Grievance, Complaints and Vigilance Cell will function as nodal point for all RTI Cases received by the Institute. The Cell will receive all the RTI Cases, Assign/Forward the RTI Cases to Different CPIOs/FAAs, Monitor the speedy disposal of the RTI Cases by respective CPIOs/FAAs and update the RTI portal on a regular basis. The Cell will also compile and submit periodic reports and returns on the subject.

Further, due to rearrangement of responsibilities of Officers in the Institute, the responsibility of CPIOs/FAAs and Co-ordinating Officers on behalf of the FAA will be as follows:

Sl. No.	Area of responsibility/Centre	CPIO	First Appellate Authority	Co-ordinating Officer on behalf of First Appellate Authority
1.	All information pertaining to faculty matters of the entire Institute	Shri Samapan Padhi, Dy. Chief Executive (Admn.)	Director	Shri Arpan Biswas, Admn. Officer
2.	All information pertaining to administrative matters of Kolkata, Headquarter and of ISI, Giridih Branch, SQC & OR Unit at Coimbatore, Pune, Mumbai and Hyderabad (Except Faculty)	Shri Durgam Giri, Sr. Administrative Officer	Chief Executive (Admn. & Finance)	Shri Sounak Chakraborty, Admin. Officer
3.	All information pertaining to students and research fellows of the Institute	Shri Anjan Mookherjee, Sr. Administrative Officer	Dean of Studies	Shri Bijan Barman, Admn. Officer
4.	All information pertaining to ISI, Delhi Centre (excluding faculty matters)	Deputy Chief Executive (Admn.) (or Any Officer authorised by Head, Delhi Centre)	Head, Delhi Centre	
5.	All information pertaining to ISI, Bangalore Centre (excluding faculty matters)	Ms. Ashwini Ganesh Tambe, Dy. Chief Executive (Admn.)	Head, Bangalore Centre	
6.	All information pertaining to ISI, Tezpur Centre (excluding faculty matters)	Sr. Administrative Officer (or Any other employee authorised by Head, ISI North-East Centre)	Head, North-East Centre	
7.	All information pertaining to ISI, Chennai Centre (excluding faculty matters)	Administrative Officer (or Any other employee authorised by the Head, Chennai Centre)	Head, Chennai Centre	

The above orders will be effective from the date of issue of this office order.

  
(Sanghamitra Bandyopadhyay)  
Director

- Copy to: 1. All Heads of Centres  
2. All Heads of Unit  
3. Chief Executive (A&F)  
4. In-Charge, Personnel Unit  
5. Director's Office