



**A.19-102/2016/NIB**  
**NATIONAL INSTITUTE OF BIOLOGICALS**  
**(MINISTRY OF HEALTH & FAMILY WELFARE)**  
**NOIDA, U.P.**

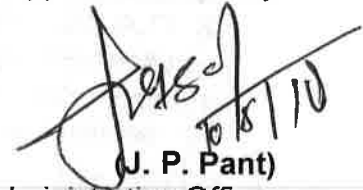
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Dated: 10-05-2018

**OFFICE ORDER: 25/2018-19**

In supersession of all earlier orders, the competent authority has decided that Shri P. K. Mohapatra, Administrative Officer (Finance) in addition to his existing duties will also look after the duties & responsibilities of Public Information Officer, under RTI Act, 2005 in place of Shri S.K.Sharma, Sr. Administrative Officer (finance) with immediate effect without any additional remuneration till further orders. Shri Q.W. Zaheeruddin, Sr. Administrative Officer (Procurement) will be the Appellate Authority under RTI Act, 2005.

2. This issues with the approval of the Director, NIB.

  
10/5/18  
J. P. Pant)

Administrative Officer

To

- a. Shri S. K. Sharma, Sr. Administrative Officer (Finance)
- b. Shri Q.W. Zaheeruddin, Sr. Administrative Officer (Procurement)
- c. Shri P. K. Mohapatra, Administrative officer

**Note:** Shri P.K. Mohapatra, Administrative Officer (Finance) may take over all the Records / files pertaining to RTI matters from Shri S. K. Sharma, Sr. AO(F)

Copy to:

1. All Heads of Laboratories, / Administration / Finance/ Procurement / IT / Engineering.
2. I/c. Dy. Director QC (Diagnostic)
3. I/c. Dy. Director QC (Therapeutics & AF)
4. Dr. J.P. Prasad, Scientist Grade-I & Quality Manager, NIB
5. Shri R. K. Arora Stenographer -III & PS to Director, NIB
6. Notice Board
7. Office Order file.