

1.2.5 Allocation of work among officers:

DEPARTMENT/SECTION	NAME OF THE OFFICER	DESIGNATION
Director Office	Dr. Neelima Mishra	Director
Administration	Sh. W.Z.Quazi	Deputy Director (Admin.)
	Sh. W.Z.Quazi	Nodal Officer (Administration)
Central Vigilance Officer	Dr. Ratnesh Kumar Sharma	Scientist Grade -II
Liaison officer for SC, ST and PWD	Dr. Charu M. Kamal	Scientist Grade-I
Liaison officer for OBC and EWS	Dr. Hemant Kumar Verma	Scientist Grade -II
Estate Incharge	Sh. Mukesh Kumar	AE(E)
Security Incharge	Sh. W.Z.Quazi	Deputy Director (Admin.)
Chairman Hostel / Guest House & Transport Committee	Dr. Akanksha Bisht	Scientist Grade -I
Presiding Officer, To look into complaints in Sexual Harassment of Working Women	Dr. Charu M. Kamal	Scientist Grade -I
Central Public information Officer	Sh. P.K.Mohapatra	Administrative officer (Finance)
First Appellate Authority	Dr. Gauri Mishra	Scientist Grade -I
Chairman Tender Opening Committee (Engineering Dept.)	Sh. W.Z.Quazi	Deputy Director (Admin.)
Chairman Technical Evaluation Committee	Dr. Harish Chander	Deputy Director (Quality Control)
Chairman Purchase Committee (LPC and SPC)	Dr. Rekha Saxena, NICPR	Scientist - G
Public Grievance Officer	Sh. W.Z.Quazi	Deputy Director (Admin.)
Drawing and Disbursing Officer	Sh. P.K.Mohapatra	Administrative Officer (Finance)


 हुवलयु जेड काजी/W.Z. Quazi
 उपनिदेशक (प्रशासन)/Deputy Director (Admin.)
 राष्ट्रीय जननिक संस्थान
 National Institute of Biologicals
 (स्वास्थ्य एवं परिवार कल्याण मंत्रालय), भारत सरकार
 (Ministry of Health & Family Welfare), Govt. of India
 ए-32, सेक्टर-62, नोएडा (उ.प्र.)/A-32, Sec.-62, NOIDA-201309 (U.P.)