



सीएसआईआर-भारतीय विषविज्ञान अनुसंधान संस्थान
CSIR-INDIAN INSTITUTE OF TOXICOLOGY RESEARCH

वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद् | COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH
(विज्ञान एवं प्रौद्योगिकी मंत्रालय, भारत सरकार) | MINISTRY OF SCIENCE & TECHNOLOGY, GOVT. OF INDIA



संख्या: आईआईटीआर/वैधानिक स्थायी समिति/2026
No. : IITR/ Statutory Standing Committee/2026

दिनांक: 01-04-2026
Dated: 01-04-2026

कार्यालय ज्ञापन/Office Memorandum

निदेशक, सीएसआईआर-आईआईटीआर ने (आरपीबीडी की e-ऑफिस फ़ाइल कम्प्युटर संख्या 311442 में प्राप्त अनुमोदन के आधार पर) संस्थान में वित्तीय वर्ष 2026-27 की निम्न वैधानिक स्थायी समितियों का गठन किया है जो आपको सूचनार्थ संलग्न है। The Director, CSIR-IITR has constituted the following Statutory Standing Committees of the Institute for the Financial Year 2026-27 (on the basis of the approval contained in the RPBD e-Office File Computer No. 311442), which are enclosed for your kind information.

(एल0 एन0 पाण्डेय)/ (L N Pandey)
अनुभाग अधिकारी (सा0)/Section Officer (Gen)

प्रतिलिपि:-

1. सभी को इंटरनेट के द्वारा सूचनार्थ/All are informed through Intranet.
2. निदेशक के प्रधान निजी सचिव/ PPS to Director
3. प्रमुख आरपीबीडी/Head, RPBD
4. कार्यालय प्रति/ Office Copy

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Statutory Standing Committees

S. No.	Committee	Member	Role
1.	Scientific Ethics Committee	Dr. D.K. Patel Head, PME Dr. Sheelendra P. Singh Dr. Mohan CD Shri Krishna Raj, AO Dr. Deepali Tripathi Mr. Rahul Verma / Ms. Anjali Pal (Student representative) Dr. Nidhi Gupta (Alternate Ethics Officer) Dr. Neeraj Satija (Ethics Officer)	Chairperson Alternate Chairperson* Member Member Member Member Member Member Member Secretary

*Shall be called only in the absence of Chairman.

Required constitution is as below:

Every CSIR lab as well as the HQ should have a Standing Publications, Ethics and Scientific Vigilance Committee (SEC) look into the best lab practices and publications to be observed by the scientific community. The committee would be chaired by a Chief Scientist (or one at a higher level) and comprise scientific and technical, administrative and research fellows/students as members (with gender representation), with the Ethics Officer as the Member Secretary. The Committee in each lab would be constituted by its Director, while for the Hqs, it would be constituted by the DG. The Terms of Reference (TOR) of the committee would be as follows:

The Terms of Reference (ToR) of the above Committee will be:

- ✓ Shall be responsible for providing institutional communication numbers to the publications submitted by the scientists before communicating to Journals.
- ✓ Shall check similarity index and plagiarism of all publications
- ✓ Ensure that scientific audit of each publication and repository of data is done
- ✓ Advice and guide the researchers on all matters pertaining to good conduct in scientific practices and research ethics
- ✓ Work on any other matter assigned by the Competent Authority.

S. No.	Committee	Member	Role
2.	Foreign Deputation Committee (ISTAG)	Dr. Ankkur Goel Dr. Ravi Ram Kristipati Dr. Smriti Priya Dr. Mohan CD Ms. Himanshi Tripathi Shri Krishna Raj Singh, AO Shri Surya Kant Singh, FAO Dr. Ashwani Bhardwaj	Chairperson Member & Alternate Chairperson Member Member Member Member Member Convener

Required constitution is as below:

16.2.1.1 An International Science & Technology Affairs Group (ISTAG) be established in each laboratory, either as an independent Group, or as an arm of the office of the Director, or of a Technical Secretariat, or such other Division of the laboratory most suited to fit into the expanded role of efficiently managing the S&T affairs of the laboratory.

16.2.1.2 ISTAG will comprise a core of at least two full time scientists (to be designated as core strength), and the Group could be strengthened from time to time as per the felt needs of the laboratory.

16.2.1.3 ISTAG will be Chaired either by the Director himself, or by a senior scientist of the level of Scientist 'F' and above, to be nominated to deputise for the Director.

16.2.1.4 Every laboratory will name one of the core members of ISTAG as the focal point for the laboratory to liaise with ISTAD particularly to take care of day-to-day matters.

The Terms of Reference (ToR) of the above Committee will be:

- ✓ To interface with ISTAD on all matters connected with International S&T Affairs of the laboratory
- ✓ To project, present and future International S&T demands and need of the Laboratory in terms of Trainings/Fellowships/Deputations.
- ✓ To critically review the Foreign Deputation Reports of Scientists and have these forwarded to CSIR within 4 weeks of the return of the Scientist, with clear recommendations for implementation and follow-up.
- ✓ Work on any other matter assigned by the Competent Authority.

S. No.	Committee	Member	Role
3.	Standing Disposal Committee	Dr Alok Pandey Dr S Anbumani Ms. Sumana Kotian Civil / Electrical Engineer Shri Krishna Raj Singh, AO Shri Surya Kant Singh, FAO/ Nominee (Not below the rank of SO) Shri Mahipal Singh, CoSP/ Nominee (Not below the rank of SO) Shri Dheeraj Goyal, SO (S&P)	Chairperson Member Member Member Member Member Member Member Convenor

Required constitution is as below:

The Standing Disposal Committee may be constituted by the Director in each Labs where a Scientist of the level of Scientist F and above will act as Chairman. The other members of the Committee are one Scientist, one Technical Officer who have the knowledge of the stores related for disposal, COA/AO (SO (G) if there is no COA/AO), SFAO/FAO (SO (F&A) in absence), SSPO/SPO (Dy. SPO in absence). Dy. SPO (Stores) will act as Convenor to this Committee. The quorum will be 50%. In case of dissent by any member, the proceedings of the Committee will be referred to the Director whose decision shall be final. The Committee shall meet periodically at least twice in a financial year as and when required.

The Terms of Reference (ToR) of the above Committee will be:

- ✓ To inspect the material that are proposed to be declared as surplus, obsolete and unserviceable, etc.
- ✓ To decide the mode of disposal
- ✓ To fix the reserve price for the disposal of items and also ensure that the items are as per the disposal list
- ✓ Proposal duly certified by the Technical Committee will be considered by the SDC for disposal list
- ✓ Work on any other matter assigned by the Competent Authority.

S. No.	Committee	Member	Role
4.	Local Grievance Committee	Dr. A.B. Pant Dr. Dharendra Singh Shri Krishna Raj Singh, AO Shri Surya Kant Singh, FAO Dr. Aruna Satish Smt Nidhi Arjaria Shri Syed Ibrahim Shri Prem Singh Shri Ranjan Kumar Shri Ravindra Smt Suchita Gupta, PS	Chairperson Member & Alternate Chairperson Member Member Member Member Member Member Member Member Member Secretary

Required constitution is as below:

A. Local Grievance Committee in a Lab/Institute shall be constituted as follows:-

- | | | |
|------|---|---------------|
| i. | Scientist of Group IV (5) or above | - Chairperson |
| ii. | One Scientist of Group IV | - Member |
| iii. | One officer from Group V/III in the Grade of Scientist C | - Member |
| iv. | One representative from Group II/I or equivalent | - Member |
| v. | One representative from Admn. (other than Heads of Admn. & Finance and Accounts/Stores Purchase/Steno Cadres/ persons holding isolated posts) | - Member |

One representative each from the following categories of employees of the Lab/Institute:

i.	Group IV	Member	To be elected as per the procedure laid down*
ii.	Group V/III	Member	
iii.	Group II	Member	
iv.	Group 1 & Group D Non Tech.	Member	
v.	Administrative (General/Finance and Accounts/ Stores & Purchase/ Stenographic cadres as also persons holding isolated posts)	Member	
vi.	Personnel Officer/Officer nominated for the purpose by the Heads of Labs/Institutes.	Member	

*Also to be nominated, if there are no contestants.

The Terms of Reference (ToR) of the above Committee will be:

- ✓ Shall consider only individual grievances of specific nature of an employee and raised individually by the concerned aggrieved employee.
- ✓ Work on any other matter assigned by the Competent Authority.