

GOVT. OF NCT OF DELHI; DRUGS CONTROL DEPARTMENT
F-17, KARKARDOOMA, DELHI-110 032

No. F. 18(3)/76/DC/Estt./

2016

Dated:

15/11/16

In supersession of all previous orders, the following distribution of work among the officers of Drugs Control Department is hereby ordered with immediate effect:-

1. **Distt. South**
Incharge for Manufacturing - Sh. P.K. Gupta , DDC In-charge
L.A. for Sales : **Mr. P.Arivazhagan ADC**
Manufacturing of Drugs/Cosmetics : Sh. G.K.Kapoor
Sales of South Zone (a & d) : Mr. Deepak Sharma
Sales of South Zone (e) : Mr. Abhijit Ghosh
Sales of South Zone (b & c) : Mr. Rajeev Bhargav
2. **Distt. South West**
Incharge for Manufacturing - Sh. K.C.Aggarwal ADC
L.A. for Sales : **Mr. K. R. Chawla, ADC In-Charge**
Manufacturing of Drugs/Cosmetics : Mr. Rajeev Bhargav
Sales of South West Zone (b,d) : Mr. Sanjay Kumar
Sales of South West Zone (a,c, & e) : Mr. Dinesh Boken
3. **Distt. West**
Incharge for Manufacturing - Sh. K.C.Aggarwal ADC
L.A. for Sales : **Mr. K. R. Chawla, ADC In-Charge**
Manufacturing of Drugs/Cosmetics : Mr. G.K.Kapoor
Sales of West Zone (a, c, d) : Mr. Mahender Singh
Sales of West Zone (f, g, h) : Mr. S.Sundernayagam
Sales of West Zone (b & e) : Mr. Asad Ansari
4. **Distt. East**
Incharge for Manufacturing - Sh. P. Arivazhagan, ADC
L.A. for Sales : **Mr.A. K.Negi ADC Incharge**
Manufacturing of Drugs/Cosmetics : Mr. Rohit Bajpai
Sales of East Zone (a) : Mr. Rohit Bajpai
Sales of East Zone (b) : Mr Dinesh Boken
Sale of East Zone (c) : Mr. Mahender Singh
5. **Distt. North East**
Incharge for Manufacturing - Sh. K.C.Aggarwal ADC
L.A. for Sales : **Mr. P.Arivazhagan ADC**
Manufacturing of Drugs/Cosmetics : Mr. S.Sundernayagam
Sales of North East Zone (a & b) : Mr. D.Sudhakaran
6. **Distt. North**
Incharge for Manufacturing/ LA for Sales - Sh. A. K. Nasa, ADC
Manufacturing of Drugs/Cosmetics : Mr.K.T.Raghukumar
Sales of North Zone (j, k & l) : Mr. Balram Sahu
Sales of North Zone (a to i, m & n) : Mr. Balram Sahu
7. **Distt. North West**
Incharge for Manufacturing - Sh. P.K. Gupta , DDC In-charge
L.A. for Sales : **Mr. A.K.Nasa ADC**
Manufacturing of Drugs/Cosmetics : Mr.K.T.Raghukumar
Sales of North West Zone (a,c & d) : Mr. Sundeep B.J.
Sales of North West Zone (b & e) : Mr. Rohit Bajpai

4
8/11/16

Distt. New Delhi/Central

Incharge for Manufacturing - Sh. K.C.Aggarwal ADC

L.A. for Sales : Mr. A.K.Negi ADC In-charge
Manufacturing of Drugs/Cosmetics : Mr. S.Sundernayagam
Sales of Central Delhi (a to f) : Mr. Sanjay Kumar
Sales of New Delhi (a to g) : Mr. Sanjay Kumar

9. **Blood Banks of NCT of Delhi** : Sh. P.K. Gupta , DDC In-charge
Sh. P.Arivazhagan , ADC
Sh. D.Sudhakaran, DI and Sh. Sandeep B.J., DI will Assist ADC
10. **Approved Testing Laboratories of NCT of Delhi** : Sh. P.K. Gupta , DDC In-charge
Sh. A.K.Nasa, ADC
Sh. Sandeep B.J., DI will Assist ADC
11. **Intelligence Cell/Special Cell** : Sh. A. K. Nasa, ADC
Sh. K.T.Raghu kumar (Co ordinator), Mr. Rajiv Bhargava, Mr Deepak Sharma & Mr. Rohit Bajpai Drugs Inspectors will Assist ADC In-charge
12. **Legal Cell** : Sh. P. K. Gupta, DDC, In-Charge
Sh. K.R.Chawla ADC Incharge
Sh. Mahinder Singh, Sh.Balram Sahu & Sh. D.Sudhakaran will assist the ADC Incharge.

13. Hospital / Medical Stores:-

The work relating to Hospitals / Medical Stores stand distributed among the following officers as follows:-

Sl.No.	Hospital	Name of the Officer
1.	A.I.I.MS	Mr. Abhijit Ghosh
2.	Safdarjung Hospital	Mr. Rajiv Bhagarv
3.	Dr. R.M.L. Hospital	Mr. Sanjay Kumar
4.	Sucheta Kriplani Hospital & Lady Kalawati Saran Children Hospital	Mr. Mahinder Singh
5.	Sanjay Gandhi Memorial Hospital	Mr. Sandeep B.J.
6.	Hindu Rao Hospital	Mr. Deepak Sharma
7.	E.S.I.Hospital , Basaidarapur	Mr. Asad Ansari
8.	L.N.J.P. Hospital & G.B. Pant Hospital	Mr. Balram Sahu
9.	G.T.B. Hospital	Mr. D. Sudhakaran
10.	Dr. Hedgevar Hospital	Mr. D. Sudhakaran
11.	DDU Hospital	Mr. D.Boken
12.	Dr. Bhim Rao Ambedkar Hospital	Mr. Sandeep B.J
13.	Babu Jag Jeewan Ram Hospital	Mr. Rohit Bajpai
14.	Satyavadi Raja Harish Chander Hospital	Mr. S.Sundernayagam

Note:

- The work pertaining to remaining Hospitals and Medical Stores / Dispensaries etc. shall be looked after by the Drugs Inspectors(Sales) in their respective District / Zones
- All the Officers referred above must inspect the concerned Hospital Stores at least Twice in a Year and also draw the Samples for Testing.


8/11/14

4. **Drugs and Magic Remedies (Objectionable Advertisement) Act 1954 :** Sh. K.R.Chawla
ADC In-charge
- | | | |
|---------------------------------|---|------------------|
| Screening of English News Paper | : | Mr Dinesh Boken |
| Screening of Hindi News Paper | : | Mr. sanjay kumar |
| Screening of Urdu News Paper | : | Mr. Asad Ansari |

The aforesaid officers will scrutinize the respective news papers and furnish their report to the ADC In charge and shall be responsible for enforcement of Drugs and Magic Remedies (Objectionable Advertisement) Act 1954:

15. **Parliament/Assembly Question Cell** Sh. A. K. Nasa ADC
The following officers will Assist the ADC Incharge (Parliament / Assembly Question):-
Sh. Balram sahu, D.I., Sh. Deepak Sharma, D.I. & Sh.Sanjay Kumar, D.I.
16. **Computerization/ e-office/XIN -India** Mr. P.Arivazhagan ADC
Sh. Sandeep B.J. & Sh. Abhijit Ghosh, Drugs Inspector will Assist the ADC Incharge
16. **Computerization/ e-office/XIN -India / edm Manager** Mr. P.Arivazhagan ADC
Sh. Sandeep B.J. & Sh. Abhijit Ghosh, Drugs Inspector will Assist the ADC Incharge
17. **Drugs Testing Laboratory (Lawrance Road)** Sh. A.K.Negi ADC In-charge
Sh. Mahender Singh , & Sh.Deepak sharma Drugs Inspectors will assist the ADC In-charge.
The cell will also look after correspondence with Govt. Analyst and other Drugs Testing Laboratory
18. **Allocation of Narcotics Drugs** Sh. P.K. Gupta, DDC In-charge
Mr. P.Arivazhagan, ADC
Sh. Balram Sahu, Drugs Inspector will put up files through ADC
19. **Right To Information Act First Appellate Authority** Mr. P.Arivazhagan , ADC
Public Information Officer (P.I.O) Sh. G.K.Kapoor Link P.I.O. Sh. K.T.Raghukumar
Asstt. Public Information Officer (A.P.I.O) Sh. Deepak Sharma and Sh, Sanjay Kumar
20. **Head Quarter** Sh. K.R.Chawla ADC Incharge
Following officers will attend the office as per the details to look after the Drugs Inspector (HQ)
Monday : Sh. Asad Ansari
Tuesday : Sh. Sanjay Kumar
Wednesday : Sh. Dinesh Boken
Thursday : Sh. D.Sudhakaran
Friday : Sh. Sandeep B.J.
- Sh. Asad Ansari, D.I. and Sh.. Sanjay Kumar, D.I. will also assist in preparing Monthly Reports, Quarterly Reports & Annual Reports, Compilation of Data for shortage of Drugs, etc apart from the any other work.
21. **Specimen and Survey Samples** Sh. K.C.Aggarwal ADC
Sh. Abhijit Ghosh, Drugs Inspector will compile the data for Survey samples.
Sh. Rajiv Bhargav, Drugs Inspector will compile the data for specimen samples
22. **Correspondence with NPPA/DPCO matter** Sh. A.K. Negi ADC In-charge
Sh. S.Sundermayagam, DI. will assist ADC Incharge
23. Sh. Atul Kumar Nasa, ADC will Coordinate with Office of the DCG(I), Other State Drugs Controllers ,UPSC and Various Associations etc.
Sh. Deepak Sharma, D.I. will assist ADC

4
8/11/16


Sh. K.C. Aggarwal, ADC will look after the work relating to updating of all departmental Websites, PGMS, C-PGMS and other related portals and work relating to training programmes. Sh. Dinesh Boken, D.I. will assist in the matter.

NOTE:-

- I. In addition to the work indicated above, Drugs Controller/Head of the Office may assign any work to any officer at any time.
- II. Every Officer/Drugs Inspector shall maintain the daily diary, Sample Register and Complaint Register upto date and produce the same before the Drugs Controller/Head of the Office as and when required.
- III. Every Officer/Drugs Inspector shall record his movement in the movement register
- IV. Every Drugs Inspector/Officer shall submit Inspection Report immediately to the concerned LA/ADC In charge and issue show cause notices immediately, in case of any contraventions observed.
- V. Every Officer/Drugs Inspector should submit their monthly report to the D.I. Head Quarter by 3rd Day of Every Month.
- VI. Every Officer/Drugs Inspector must update the list of cases in the court, details of substandard /spurious drugs and show cause notices details in the XLN India site on regular basis without fail.
- VII. The Drugs Inspectors should inspect the licensed sale premises with the prior approval of Licensing Authority / ADC.
- VIII. All the officers should put up the case file of the court case before the area ADC / LA for information after attended the court as per the movement indicated in the movement register.

Additional duties being performed by the Officers /Drug Inspectors including Nodal Officers:

S.L.No.	Name of Drug Inspectors	Details of duties assigned
1	Sh. K.T. Raghu Kumar	Vigilance
2	Sh. Mahinder Singh	S.C./ S.T. matters (Nodal officer)
3	Sh. Sandeep BJ	Computerization / e-Office
4	Sh. Abhijit Ghosh	XLNINDIA Licensing System
5	Sh. S. Sundernayagam	Immunization Programme ,AEFI , matter relating to NPPA & DPCO
6	Sh. Rajiv Bhargava	Member Purchase committee (All MCD & NDMC)
7	Sh. K.T. Raghu Kumar Sh. G.K. Kapoor	Member Purchase Committee (Delhi Govt.)
8	Sh. K.T. Raghu Kumar	Coordinator Formulation Committee/ Approval Committee & reference from DCG(I) on the matter
9	Sh. D. Sudha Karan	Meeting of DSAC/SBTC, Clinical trials/ Ethics Committee
10	Sh. K.T. Raghu Kumar to be assisted by Sh. Rajiv Bhargav	Compilation of data of SIP/Complaints/ Enquiry/ Sample Register


 (Dr. MRINALINI DARASWAL, IAS)
 DRUGS CONTROLLER

For Compliance !

- 1) All DDC/ ADC's/LA
- 2) All Drugs Inspector
- 3) Admn. Officer.
- 4) Licensing Branch
- 5) Guard file