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

No. F. 18(3)/76/DC/Estt./ 527 - 557

Dated: 14/01/2013

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

**1. Distt. South**

**ADC Incharge- Sh. B Lal**

Manufacturing of Drugs / Cosmetics : Sh. A K Negi  
Sales of South Zone (a & d) : Sh. A. K. Negi  
Sales of South Zone (e) : Sh. Asad Ansari  
Sales of South Zone (b & c) : Sh. Mahinder Singh

**2. Distt. South-West**

**ADC Incharge- Sh. J.S.Taneja**

Manufacturing of Drugs / Cosmetics : Sh. P Arivazhagan  
Sales of South West Zone (b) : Sh. P Arivazhagan  
Sales of South West Zone (a, c, d & e) : Sh. Dinesh Bokan

**3. Distt. West**

**ADC Incharge- Sh. N R Bhattacharya**

Manufacturing of Drugs / Cosmetics : Sh. A K Nasa  
Sales of West Zone (a, c & d) : Sh. A K Nasa  
Sales of West Zone (f, g & h) : Sh. Sandeep B J  
Sales of West Zone (b & e) : Sh. K R Chawla

**4. District North-West:-**

**ADC Incharge- Sh. P K Gupta**

Manufacturing of Drugs / Cosmetics : Sh. K T Raghukumar  
Sales of North West Zone (a & d) : Sh. Balram Sahu  
Sales of North West Zone (b & e) : Sh. S Sunderanayagan  
Sales of North West Zone (c) : Sh. Deepak Sharma

**5. Distt. North**

**ADC Incharge (for Manufacturing of Drugs / Cosmetics): Sh. J S Taneja**  
**Licensing Authority for Sales : Sh. S Dey\***

Manufacturing of Drugs / Cosmetics : Sh. G K Kapoor  
Sales of North Zone (a to e, m & n) : Sh. G K Kapoor  
Sales of North Zone (f,g,h,& i) : Sh. S Sunderanayagam  
Sales of North Zone (j, k & l) : Sh. Rohit Bajpai

**6. Distt. East**

**ADC Incharge (for Manufacturing of Drugs / Cosmetics): Sh. P K Gupta**  
**Licensing Authority for Sales : Sh. K C Agarwal\***

Manufacturing of Drugs / Cosmetics : Sh. D Sudhakaran  
Sales of East Zone (b) : Sh. D Sudhakaran  
Sales of East Zone (a) : Sh. Abhijit Ghosh  
Sale of East Zone(c) : Sh. Rajeev Bhargav.

**7. Distt. North - East**

**ADC Incharge (for Manufacturing of Drugs / Cosmetics): Sh. N R Bhattacharya**  
**Licensing Authority for Sales : Sh. R Venkatesan\***

Manufacturing of Drugs / Cosmetics : Sh. Sanjay Gupta  
Sales of North East Zone (a & b) : Sh. Sanjay Gupta

**8. Distt. New Delhi/Central ADC Incharge (for Manufacturing of Drugs / Cosmetics): Sh. B Lal**

**Licensing Authority for Sales : Sh. R Venkatesan\***

Manufacturing of Drugs / Cosmetics : Dr. Ajay Sachan  
Sales of Central Delhi (a to f) : Dr. Ajay Sachan  
Sales of New Delhi (a to f) : Sh. Deepak Sharma

**\*Note: File relating to Manufacturing of Drugs / Cosmetic will be routed through concerned Licensing Authorities(Sales), who will finally submit the file to the concerned ADC for Approval**

**9. Blood Banks of NCT of Delhi: ADC Incharge-Sh. J S Taneja**

Sh. P Arivazhagan & Sh. D Sudhakaran, Drugs Inspectors will assist ADC Incharge

**10. Approved Testing Laboratories of NCT of Delhi: ADC Incharge- Sh. N R Bhattacharya**

Sh. K R Chawla & Dr. Ajay Sachan, Drugs Inspectors will assist ADC Incharge

**11. Intelligence Cell/Special Cell:-**

**ADC Incharge-Sh. P K Gupta**

Sh. S Sunderanayagam, Sh. Abhijit Ghosh, Sh. Rohit Bajpai & Sh. Sandeep B J, Drugs Inspectors will assist ADC Incharge



**12. Legal Cell:-**

**ADC Incharge-Sh. NR Bhattacharya**

Sh. K R Chawla, Drugs Inspector will be assisted by Dr. Ajay Sachan & Sh. D Sudhakaran (for High Court & above) and Sh. Mahinder Singh & Balram Sahu (For Trial Courts, Session Courts, CAT & LG Court)

**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.M.S	Sh.Asad Ansari
2.	Safdarjung Hospital	Sh.Mahinder Singh
3.	Dr. R.M.L. Hospital	Sh. Deepak Sharma
4.	Sucheta Kriplani Hospital & Lady Kalawati Saran Children Hospital	Dr. Ajay Sachan
5.	Sanjay Gandhi Memorial Hospital	Sh. S Sunderanayagam
6.	Hindu Rao Hospital	Sh.Dinesh Boken
7.	E.S.I.Hospital, Basaidarapur	Sh.Sandep B J
8.	L.N.J.P. Hospital & G.B. Pant Hospital	Sh.Rohit Bajpai
9.	G.T.B. Hospital	Sh D Sudhakaran
10.	Dr. Hedgevar Hospital	Sh. Abhijit Ghosh
11.	DDU Hospital	Sh.Balram Sahu
12.	Dr. Bhim Rao Ambedkar Hospital	Sh.Sanjay Gupta
13.	Babu Jag Jeewan Ram Hospital	Sh.Rajeev Bhargav

**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 atleast once in a Quarter and also draw the Samples for Testing.**

**14. Drugs and Magic Remedies (Objectionable Advertisement) Act 1954:**

**ADC In charge : Sh. J S Taneja / Sh. S Dey (Licensing Authority)**

The work pertaining to Drugs and Magic Remedies (Objectionable Advertisement) Act 1954 by the following Officers:-

Screening of English News Paper : Sh.G K Kapoor  
Screening of Hindi News Paper : Sh. Rohit Bajpai  
Screening of Urdu News Paper : Sh.Asad Ansari  
Screening of Punjabi News Paper : Sh.J.S. Taneja

The aforesaid officers will scrutinize the respected news papers and furnish their report to the ADC Incharge / LA

**15. Parliament/Assembly Question Cell:-** ADC Incharge:Sh. J S Taneja

The following officers will Assist the ADC Incharge (Parliament / Assembly Question):-

- Sh. Balram Sahu
- Mr. Sanjay Gupta

**16. Computerization:-** ADC Incharge : Sh. B Lal / Sh. R Venkatesan, Licensing Authority

Sh. Abhijit Ghosh, Drugs Inspector will assist ADC Incharge / I.A

**17. Drugs Testing Laboratory (Lawrance Road):-** Sh. K C Aggarwal, Licensing Authority

Sh. Deepak Sharma, Drugs Inspector will assist Sh. K C Aggarwal. The cell will also look after regarding the compilation of Data regarding Survey Samples and correspondence with Govt. Analyst.

**18. Allocation of Narcotics Drugs:-** ADC Incharge:Sh. B Lal

Sh. Sanjay Gupta, Drugs Inspector will assist the ADC Incharge.

**19. Correspondance with DCGI, DCC, Committees and Associations :** ADC Incharge:Sh. B Lal

Sh. A.K.Nasa Drugs Inspector will assist ADC In charge

**20. Right To Information Act:-**

First Appellate Authority	: Sh. B Lal, Asslt. Drugs Controller
Public Information Officer (P.I.O)	: Sh. K C Agarwal, Licensing Authority
APIO	: Sh. Sandeep B J, Sh. Rajeev Bhargav, Drugs Inspectors

**21. Head Quarter:-** Incharge: Sh. B.Lal, ADC

Following officers will attend the office as per the details to look after the Drugs Inspector (HQ)

Monday	: Sh.Asad Ansari
Tuesday	: Sh.Sanjay Gupta
Wednesday	: Sh.Dinesh Bokan
Thursday	: Sh.Sandeep B J
Friday	: Sh D Sudhakaran

Sh D Sudhakaran, DI will also assist. Sh. B Lal in preparaing Monthly Reports, Quarterly Reports & Annual Reports

**22. Specimen Samples/ Survey Samples:-**

**Incharge : Sh. K C Agarwal. LA**

Sh. K T Raghukumar, Drugs Inspector will compile the data for specimen samples / Survey Samples.

**23. Correspondence with NPPA/ DPCO Incharge Sh. P K Gupta ADC Incharge**

Sh. A K Negi & Sh. Dinesh Bokan, Drugs Inspector will assist the ADC Incharge

**24. Shri Atul Kumar Nasa, Drugs Inspector will Co- ordinate with Delhi Secretariat / Health & family Welfare Department, Govt. of NCT of Delhi for the works / files related to the Drugs Control Department**

**25. Link Officers:-**

Sh. B Lal will be the Link Officer for Sh. J S Taneja and vice versa.

Sh. P K Gupta will be the Link Officer for Sh. N R Bhattacharya and Vice Versa

Sh. K C Agarwal will be the Link Officer for Sh. S Dey and vice versa

Sh. S Dey will be the Link Officer for Sh. R Venkatesan and vice versa

**NOTE:-**

In addition to the work indicated above, Drugs Controller/Head of the Office may assign any work to any officer at any time.

1. Every Officer/Drugs Inspector shall maintain the Daily Dairy and Sample Register upto date and produce the same before the Drugs Controller/Head of the Office as and when required.
2. Every Officer/Drugs Inspector shall record his movement in the movement register
3. Every Officer / Drugs Inspector/ shall submit the Inspection Report immediately to the concerned ADC / Licensing Authority / Incharge. Also issue show cause notices, in case of any contraventions observed immediately.
4. Every Officer/Drugs Inspector should submit their monthly report to the D.I. Head Quarter by 3<sup>rd</sup> Day of Every Month.
5. Every Officer/Drugs Inspector must update the list of Manufacturers /Distributors/ /Retailers etc. in their respective area.
6. All officers / Drugs Inspectors strictly maintain the punctuality in attending the office regularly.



(S B Shashank)  
Drugs Controller

No. F. 18(3)/76/DC/Estt./ 527 - 557

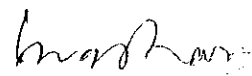
Dated: 14/01/2013

Copy for compliance:

1. All ADC's / LA's
2. All Drugs Inspectors
3. Administrative Officer, Drugs Control Department
4. Guard File | Licensing Branch.

Copy of Kind Information to:

1. PS to Minister of Health and Family Welfare, Delhi Secretariat, New Delhi
2. PS to Secretary, Health and Family Welfare Delhi Secretariat, New Delhi
3. Special Secretary(SK), Health and Family Welfare Delhi Secretariat, New Delhi

  
(S B Shashank)  
Drugs Controller