

RIGHT TO INFORMATION ACT, 2005



NATIONAL CENTRE FOR ANTARCTIC & OCEAN RESEARCH
(An Autonomous Body under the Ministry of Earth Sciences, Government of India)
Headland Sada, Vasco-da-Gama, Goa – 403 804

DISCLOSURE OF INFORMATION AS PER THE REQUIREMENT OF SECTION 4 OF
THE RIGHT TO INFORMATION ACT-2005

(i) Particulars of Organization, Functions and Duties

Introduction



National Centre for Antarctic and Ocean Research (NCAOR), formerly known as the “Antarctic Study Centre” an autonomous R & D organization of the Ministry of Earth Sciences, Government of India, is involved in conducting and facilitating a variety of scientific research activities ranging from co-ordinating and implementing the National Polar Programme, to scientific research in the Southern Ocean realm. Spread across 1,47, 660 sq. mtr. of area on the Sada Headland, overlooking the Arabian Sea, this Centre, since its inception has been playing a key role in:

- the overall planning, co-ordination and implementation of the scientific programmes mounted in Antarctica
- Establishing and maintaining National Research bases in Arctic and Antarctica and for providing the operational and logistic support for the Annual Indian Scientific Expeditions to both Arctic and Antarctica as well as to Southern Ocean.
- Implementation of the Indian Continental Shelf Programme on behalf of the Ministry .
- Technical management of the country’s flagship ORV Sagar Kanya and other vessels chartered by the Ministry
- Surveys in Exclusive Economic Zone (EEZ) of India, an undertaking marine geological studies .



In addition to the above, the Centre has a well-focused scientific mandate of initiating and supporting basic and applied research in a variety of scientific disciplines and themes that are otherwise not being pursued by any institution or laboratory in the country. This scientific mandate recognizes, as its backdrop, the need to understand the relationships of the polar, atmospheric, and southern ocean realms vis-à-vis global processes, the importance of the Antarctic and Southern Ocean regions for our understanding of the global environment, the need to understand these regions as unique entities, and the opportunities presented by these realms as research platforms.

At NCAOR, the scientific endeavors are multidisciplinary in scope and content. The institute boasts of the country’s only ice-core archival, processing and analytical facilities



comprising an ultra-cold room at a temperature of -20°C and a class 100 clean room. The analytical instrumentation for the ice samples consists of such state-of-the-art tools as Inductively Coupled Plasma, Mass Spectrometer for high sensitivity ultra-trace elemental studies, reagent-free Ion Chromatograph, Stable Isotope



Mass Spectrometer, etc. Complementing the chemical studies of the ice samples brought from Antarctica are the research activities of the Southern Ocean group with its expertise in physical, chemical, biological and geological oceanographic studies. Environmental and ecological studies pertaining to the pristine continent of Antarctica are two of the other emerging thrust areas of research at NCAOR

MISSION MANDATE

To plan, promote, co-ordinate and execute the entire gamut of polar science and logistic activities of the country in order to ensure a perceptible and influential presence of India in Antarctica and to uphold our strategic interests in the global framework of nations in the southern continent and the surrounding oceans.

Institutional Framework

NCAOR is led by a Governing Council comprising of 12 members representing a cross section of the country's leadership in Polar and Ocean Sciences, research education and administration. The Secretary, Ministry of Earth Sciences, who is also the ex-officio, Chairman, of the Governing Council, appoints the Committee. A Research Advisory Committee headed by Prof. Harsh Gupta, Former Director, NGRI advises the Centre on the formulation of the R&D programmes keeping in view the national priorities, the international developments in Polar Sciences and the opportunity areas. The overall responsibility for the planning, administration and functioning of the Centre as well as for the execution of the in-house R&D activities is vested with the Director, who is also the Member-Secretary of the Governing Council as well as that of Research Advisory Committee.

To cater to its mission mandate as well as to ensure the smooth and efficient functioning of the Centre, the institutional framework of NCAOR has been organized into different scientific, technical and management divisions/services, as follows:

- Programme Planning and Evaluation
- National Antarctic Programme (NAP)
- National Arctic Program
- Oceanographic Surveys and Services Group (OSSG)
- Southern Ocean Group
- In- House Research and Development Group
- Legal Continental Shelf Project
- Exclusive Economic Zone (EEZ) Surveys
- Management Services (Administration, Finance, Procurement & Stores)

The detailed information on Divisions is given as links in NCAOR website www@ncaor.gov.in

- (i) **Powers and Duties of its Officers and Employees**
- (ii) **The procedure followed in its decision making process, including channels of supervision and accountability**
- (iii) **The norms set by it for the discharge of its functions**
- (iv) **The rules, regulations, instructions, manuals and records used by its employees for discharging its functions**

The Governing Council is the decision taking authority on all NCAOR matters; however, GC has vested the Administrative and Financial powers to Director, NCAOR. While performing the duties assigned to the different officers/staff, they exercise the powers as prescribed in the guidelines issued by the Ministry of Earth Sciences/Government of India from time to time, as well as those prescribed under different Manuals such as the General Financial Rules, the Manual of Office Procedures, the NCAOR Manual on Personnel & Administration Rules and Regulations 2003, etc.

v. Statement of the categories of the documents held by it or under its control

vi. The particulars of any arrangement that exists for consultation with, or representation by the members of the public, in relation to the formulation of policy or implementation thereof.

There is no provision to seek direct consultation/participation of public or its representatives for formulation of policies of NCAOR or for its implementation. The policies are framed after due deliberations in the Research Advisory Council, Finance Committee and with the approval of the Governing Council of NCAOR / the Government of India.

vii. A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted by it. Additionally , information as to whether the meetings of these are open to the public or the minutes' of such meetings are accessible to the public

The affairs of NCAOR are mainly monitored /controlled/ administered by three major committees i.e. (i) Governing Council (GC), (ii) Research Advisory Committee (RAC), & (III) Finance Committee (FC). The composition of the three Committees are as detailed below. The Minutes of the GC, RAC & FC meetings are not accessible to the public.

GOVERNING COUNCIL COMMITTEE MEMBERS

1	Dr. Shailesh Nayak	Secretary, MoES	Ex-Officio Chairman
2	Prof. Harsh Gupta	Former Director, NGRI	Ex-Officio Member
3	Ms. Anuradha Mitra	Jt. Secretary & Financial Adviser, MoES	Ex-Officio Member
4	Shri Anand Singh Khati	Jt. Secretary (Admin), MoES	Ex-Officio Member
5	Dr. S. W. A. Naqvi	Director, NIO	Ex-Officio Member
6	-	Dy. Director General, GSI	Ex-Officio Member
7	Sh. R.K. Sharma	Scientist-G & Programme Officer	Ex-Officio Member
8	Commodore Harshad Datar	Director, Naval R&D	Ex-Officio Member
9	Dr. M.A. Atmanand	Director, NIOT	Ex-Officio Member
10	Shri B.N. Satpathy	Sr. Advisor (E7F and S&T), Planning Commission	Ex-Officio Member
11	Dr. V.K. Dadhwal	Director, NRSC	Ex-Officio Member
12	Dr. M. Ravichandran	Director, NCAOR	Member secretary

RESEARCH ADVISORY COMMITTEE MEMBERS

1	Prof. Harsh Gupta	Former Director, NGRI	Chairman
2	Prof. B. N. Goswami	Former Director, IITM	Member
3	Prof. Archana Bhattacharyya	Former Director, IIG	Member
4	Dr. A.K. Singhvi	Scientist, PRL	Member
5	Sh. B.K. Saha	Former Sr. Dy. Director, SGI	Member
6	Sh. Ashwagosh Ganju	Director, SASE	Member
7	Dr. Raj Kumar	Head OSD, AOSG/EPISA, SAC	Member
8	Dr. Anil V. Kulkarni	Distinguished Visiting Scientist, DCCC	Member
9	Dr. Anil Bhardwaj	SPL	Member
10	Dr. Thamban Meloth	Scientist, ESSO-NCAOR	Member Secretary

FINANCE COMMITTEE MEMBERS

1	Ms. Anuradha Mitra	Jt. Secretary & Financial Adviser, MoES	Chairperson
2	Shri Anand Singh Khati	Jt. Secretary (Admin), MoES	Member
3	Shri R. K. Sharma	Scientist G & Programme Officer, MoES	Member
4	Shri Manish Bansal	Director (Finance), MoES	Member
5	Dr. M. Ravichandran	Director, NCAOR	Member

viii. Directory of its Officers and Employees

Sr. No.	Name of the Staff	Designation	Phone No.		Email ID
			Office	Fax	
Director's Office					
1	Dr. M. Ravichandran	Director	2520876	2520877	mravi@ncaor.gov.in
2	Ms. Pallavi Naik	Executive (Admin)	2525511		pallavi@ncaor.gov.in
3	Sh. Anish Kumar Warriar	Project Scientist B	2525636		anish@ncaor.gov.in
4	Sh. Mahesh B.S.	Project Scientist B	2525636		mahesh@ncaor.gov.in
5	Dr. M.V. Ramesh	Research Associate	2525636		mvramesh@ncaor.gov.in
6	Ms. Shyamala Nair	MTS	2525511		
7	Ms. Tejaswini Parab	Helper			
8	Sh. Sachin Joshi	Driver			
Cryosphere Science Division					
1	Dr. Thamban Meloth	Scientist E	2525622/623		meloth@ncaor.gov.in
2	Dr. Parmanand Sharma	Scientist D	2525603		pnsharma@ncaor.gov.in
3	Dr. Laluraj C. M.	Scientist D	2525641		lalucm@ncaor.gov.in
4	Dr. Waliur Rahaman	Scientist C	2525637		waliur@ncaor.gov.in
5	Ms. Runa Antony	Scientist C	2525632		runa@ncaor.gov.in
6	Ms. Lathika N.	Scientist B	2525632		lathika@ncaor.gov.in
7	Sh. Bhikaji L. Redkar	Scientific Asst. Grade B	2525624/625		redkar@ncaor.gov.in
8	Sh. Ashish Paiguinkar	Scientific Asst. Grade A	2525642		ashish@ncaor.gov.in
9	Sh. Mahalinganathan K.	Project Scientist B	2525636		maha@ncaor.gov.in
10	Ms. Roseline Mary Cutting	Sr. Research Fellow	2525636		roseline@ncaor.gov.in
11	Ms. Gautami Dev Samui	Sr. Research Fellow (CSIR)	2525636		gautami@ncaor.gov.in
12	Sh. Ajit Tapendra Singh	Sr. Research Fellow	2525636		ajitsingh@ncaor.gov.in
13	Sh. Lavkush Kumar Patel	Sr. Research Fellow	2525636		luvkushpatel@ncaor.gov.in
14	Ms. Aritri Sanyal	Jr. Research Fellow	2525636		
15	Sh. Vikram Goel	Antarctic Ph.D. Student			
16	Sh. Ankit Pramanik	Arctic Ph.D. Student			
17	Ms. Riya Naik	Project Asst.	2525622		
18	Ms. Vaishnavi Dicholkar	Helper			
OSSG					
1	Dr. Anil Kumar N.	Scientist E	2525512/2525513		anil@ncaor.gov.in
2	Dr. Rajani Kant Mishra	Scientist D	2525635		rajanimishra@ncaor.gov.in
3	Dr. Sarat Chandra Tripathy	Scientist D	2525635		sarat@ncaor.gov.in
4	Dr. Shailesh Pednekar	Scientist C	2525540		shailesh@ncaor.gov.in
5	Dr. P.V. Bhaskar	Scientist C	6551118		bhaskar@ncaor.gov.in
6	Dr. Sabu P.	Scientist C	2525641		sabu@ncaor.gov.in
7	Sh. M.M. Subramaniam	Scientist C	2525553		mmsubbu@ncaor.gov.in
8	Shri. Ganesh Chandvale	Scientific Asst. Grade B	2525554		ganesh@ncaor.gov.in
9	Ms. Racheal Chacko	Project Scientist B	2525636		racheal@ncaor.gov.in
10	Ms. Melena A. Soares	Project Scientist B	2525636		melena@ncaor.gov.in
11	Dr. Ravidas Naik	Project Scientist B	2525636		ravi@ncaor.gov.in
12	Sh. Vankara Venkatraman	Project Scientist B	2525636		venkat@ncaor.gov.in
13	Sh. Amit Sarkar	Project Scientist B	2525554		amit@ncaor.gov.in
14	Sh. Alok Kumar Sinha	Jr. Research Fellow	2525636		alok@ncaor.gov.in
15	Sh. Pavan Shirodkar	Project Technical Asst	2525554		pavan.shirodkar@ncaor.gov.in
16	Sh. Rahul Mavi	Shipboard Asst.	2525554		
17	Sh. Rahul Vishwakarma	Shipboard Asst.	2525554		
18	Ms. Sita Bandekar	MTS	2525512		
19	Ms. Prafila Gaonkar	Project Asst.	2525512		prafila@ncaor.gov.in
EEZ					
1	Dr. John Kurian	Scientist E	2525570		john@ncaor.gov.in
2	Dr. Babulal Jena	Scientist C	2525638		bjena@ncaor.gov.in
3	Dr. Parijat Roy	Scientist C	6551118		parijatroy@ncaor.gov.in
4	Sh. Abhishek Tyagi	Scientist C	2525551		abhishek@ncaor.gov.in
5	Sh. Ratan Srivastava	Project Scientist B	2525543		ratan@ncaor.gov.in
6	Sh. Jaggunaidu Gulivindala	Project Scientist B	2525543		jaggu@ncaor.gov.in

7	Sh. Suman Kilaru	Project Scientist B	2525543		suman@ncaor.gov.in
8	Sh. Srinivas Rao Arvapalli	Project Scientist B	6551115		srinivas@ncaor.gov.in
9	Sh. Sarunlal M.A	Jr. Research Fellow	2525543		sarrunlal@ncaor.gov.in
10	Ms. Smita Rane	Project Asst.	2525543		smitarane@ncaor.gov.in
<u>LCS</u>					
1	Dr. Dhananjai Kumar Pandey	Scientist E	2525580		pandey@ncaor.gov.in
2	Dr. Ravi Mishra	Scientist C	2525640		ravimishra@ncaor.gov.in
3	Sh. Ajeet Kumar	Scientist C	2525640		ajeet@ncaor.gov.in
4	Sh. Sriram Gullapalli	Scientist B	2525569		sriramgullapalli@ncaor.gov.in
5	Ms. Tejaswini Pakhidde	Coordinator Grade I	2525690		tejaswini@ncaor.gov.in
6	Dr. Jane T. Bhaskar	Principal Investigator	2525636		jane@ncaor.gov.in
7	Ms. R. Prerna	Project Scientist B	2525569		prerna@ncaor.gov.in
8	Sh. Rajeev K.	Project Scientist B	2525690		rajeevk@ncaor.gov.in
9	Ms. Nisha Nair	Project Scientist B	2525569		nishanair@ncaor.gov.in
10	Sh. Rajeev Yadav	Project Scientist B	2525569		ryadav@ncaor.gov.in
11	Sh. Lachit Ningthoujam Singh	Project Scientist B (CAT)	2525569		lachit@ncaor.gov.in
12	Sh. Kishor Gaonkar	Jr. Research Fellow	2525569		kishor@ncaor.gov.in
13	Ms. Bincy P. K.	Jr. Research Fellow	2525569		
<u>LOGISTIC SECTION</u>					
1	Sh. M.J. Beg	Scientist F	2525521/2525520		mjbeg@ncaor.gov.in
2	Dr. Shailendra Saini	Scientist D	2525568		shailendra@ncaor.gov.in
3	Dr. Yogesh Ray	Scientist C	2525530		yogesh@ncaor.gov.in
4	Dr. Anand Kumar Singh	Scientist B	2525530		aks@ncaor.gov.in
5	Ms. Reena R. Naik	Coordinator Grade II	2525523		reena.log@ncaor.gov.in
6	Sh. Rahim Rajpari	Administrative Asst.	2525522		rahim.log@ncaor.gov.in
7	Ms. Uma Acharya	Project Asst.	2525523		umacharya.log@ncaor.gov.in
8	Ms. Pratibha Shetye	Project Asst.	2525523		pratibha.log@ncaor.gov.in
9	Sh. Nitin Naik	Project Asst.	2525552		nitin.log@ncaor.gov.in
10	Ms. Radhika Sawant	MTS	2525523		
<u>ICT Division</u>					
1	Sh. V. Sakthivel Samy	Scientist E	2525515		vssamy@ncaor.gov.in
2	Sh. Lalit Kumar Ahirwar	Scientist D	2525567		lalit@ncaor.gov.in
3	Sh. Nexsan Barreto	Technician Grade B	2525567/691		nixon@ncaor.gov.in
<u>POLAR METEOROLOGY & ATMOSPHERIC SCIENCE</u>					
1	Dr. K. Satheesan	Scientist E	6551116		satheesan@ncaor.gov.in
2	Dr. Nuncio Murukesh	Scientist C	6551117		nuncio@ncaor.gov.in
3	Sh. Sourav Chatterjee	Scientist B	6551117		sourav@ncaor.gov.in
<u>ANTARCTIC SCIENCE</u>					
1	Dr. Rahul Mohan	Scientist E	2525531/532	2525532	rahulmohan@ncaor.gov.in
2	Ms. Sahina Gazi	Scientific Asst. Grade A	2525634		sahina@ncaor.gov.in
3	Sh. Shramik Maruti Patil	Sr. Research Fellow	2525630		shramik@ncaor.gov.in
4	Sh. Abhilash Nair	Jr. Research Fellow	2525633		abhilash@ncaor.gov.in
5	Ms. Sweta Morje	Project Asst.	2525531		swetamorje3@gmail.com
<u>POLAR REMOTE SENSING</u>					
1	Dr. Alvarinho J. Luis	Scientist E	2525525/528		alvluis@ncaor.gov.in
2	Sh. Prince Prakash	Scientist D	2525530		prakash@ncaor.gov.in
3	Dr. Avinash Kumar	Scientist C	2525631		avinash@ncaor.gov.in
4	Sh. Jawak Shridhar Digambar	Sr. Research Fellow	2525528		shridhar.jawak@ncaor.gov.in
5	Sh. Vinit Ravindra Lotlikar	Jr. Research Fellow	2525528		vinit@ncaor.gov.in
<u>CRYOBIOLOGY</u>					
1	Dr. K.P. Krishnan	Scientist D	2525638		krishnan@ncaor.gov.in
2	Ms. Divya David T	Scientist C	2525631		divya@ncaor.gov.in
3	Ms. Nazira Begum	Scientific Asst. Grade A	2525627		nazira@ncaor.gov.in
4	Ms. Archana Singh	Project Scientist B (CAT)	2525627		archanasingh@ncaor.gov.in
5	Ms. Neelu Singh	Sr. Research Fellow	2525636		neelu@ncaor.gov.in
6	Sh. Rupesh Kumar Sinha	Sr. Research Fellow	2525582		rupesh@ncaor.gov.in

7	Ms. Devinder Kaur	Project Asst.	2525510		devinder@ncaor.gov.in
<u>POLAR BIOLOGY</u>					
1	Dr. S.M. Singh	Scientist E	2525505/629		smsingh@ncaor.gov.in
2	Ms. Simantini Naik	Project Asst.	2525629		
<u>MARINE STABLE ISOTOPE LAB</u>					
1	Dr. Manish Tiwari	Scientist D	2525638		manish@ncaor.gov.in
2	Sh. Vikash Kumar	Project Scientist B (CAT)	2525646		
3	Sh. Siddesh Nagoji	Sr. Research Fellow	2525646		siddesh@ncaor.gov.in
4	Sh. Shubham Tripathi	Jr. Research Fellow	2525646		shubham@ncaor.gov.in
<u>POLAR ENVIRONMENT</u>					
1	Dr. Anoop Kumar Tiwari	Scientist D	2525632		anooptiwari@ncaor.gov.in
2	Sh. Anand Jha	Jr. Research Fellow	2525628		anandjha@ncaor.gov.in
3	Sh. Brijesh Desai	Project Asst.	2525639		brijesh@ncaor.gov.in
<u>HYDROTHERMAL STUDIES</u>					
1	Dr. John Kurian	Scientist E	2525570		john@ncaor.gov.in
2	Dr. Anju Pandey	Scientist D	2525547		anju@ncaor.gov.in
3	Ms. Niyati Kalangutkar	Project Scientist C	6551115		niyati@ncaor.gov.in
4	Dr. Y. Rajesh Singh	Project Scientist B	6551115		rajesh@ncaor.gov.in
<u>LIBRARY</u>					
1	Ms. Kaveri Kumber	Executive (Library)	2525620		library@ncaor.gov.in
2	Ms. Rashmi Patkar	Helper			
<u>ESTATE SECTION</u>					
1	Sh. Ravikant Sharma	Scientist B	2525542		ravikant@ncaor.gov.in
2	Sh. Manoj Otkurkar	Dy. Manager (P&S)	2525527		manoj@ncaor.gov.in
3	Sh. Abhijit Naik	Engineer (Elect)	2525541		estate@ncaor.gov.in
4	Ms. Arti Shetye	Project Asst.	2525578		
<u>ADMINISTRATION SECTION</u>					
1	Ms. Sarita Honavarkar	Asst. Manager (Admn.)/ Administration In-charge	2525558/555	2525566	sarita@ncaor.gov.in
2	Sh. Saroj Kumar Pattanayak	Coordinator Gr. III	2525557		saroj@ncaor.gov.in
3	Sh. Ganesh C. Das	Executive (Admn)	2525557		gcdas@ncaor.gov.in
4	Sh. Aman Kumar Sharma	Executive (PR)	2525556		aksharma@ncaor.gov.in
5	Sh. Santosh Naik	Jr. Asst. (Driver)	2525560		
6	Ms. Rupali Rane	Jr. Asst. (Admn.)	2525556		rupali@ncaor.gov.in
7	Ms. Sushama H. Chodankar	Jr. Asst. (Admn.)	2525559		sushma@ncaor.gov.in
8	Sh. Mohammad Sayeed	Jr. Asst. (Admn))	2525556		sayeed@ncaor.gov.in
9	Sh. Jadhav Kishor Kalgo	MTS	2525560		
10	Sh. Premanand Tari	MTS	2525557		
11	Sh. Umesh Halarnkar	MTS	2525557		
12	Ms. Prachi Mesta	Project Asst.	2525557		
13	Sh. Marcelino D'Souza	Driver			
14	Sh. Prashant Redkar	Helper			
<u>FINANCE SECTION</u>					
1	Sh. K. Shripathi	Joint Manager (F&A)	2525508/2525509		shri@ncaor.gov.in
2	Ms. Kaushambi Prashad	Asst. Manager (F&A)	2525564		kaushambi@ncaor.gov.in
3	Sh Anemi Lakshmana Rao	Asst. Manager (F&A)	2525544		lakshman@ncaor.gov.in
4	Ms. Pratibha Pandey	Sr. Executive (F&A)	2525562		pandeypratibha@ncaor.gov.in
5	Sh. Kennedy Sequiera	Jr. Executive (Admn)	2525544		kennedy@ncaor.gov.in
6	Sh. Vir Uttam Navso	MTS	2525564		
7	Ms. Rupa Patil	Project Accountant	2525561		rupa@ncaor.gov.in
8	Ms. Arpana Naik	Project Asst.	2525564		finance@ncaor.gov.in
9	Ms. Mahananda Mandrekar	Project Asst.	2525562		finance@ncaor.gov.in
10	Ms. Siddhi S. Mesta	Project Asst.	2525561		finance@ncaor.gov.in

PROCUREMENT & STORES SECTION				
1	Sh. K. Venkateswarlu	Joint Manager (P&S)	2525571/2525572	warlu62@ncaor.gov.in
2	Sh. Pradeep Kumar Singh	Sr. Executive (P&S)	2525574	
3	Ms. Axada Satardekar	Jr. Executive (Stores)	2525574	akshada.log@ncaor.gov.in
4	Sh. Tolu Velip	MTS	2525576	
5	Sh. Srinivasrao R. Yedlla	MTS	2525576	
6	Ms. Vidhya Deshmukh	Administrative Asst.	2525576	
7	Ms. Sufala Shet Desai	Project Asst.	2525576	
8	Ms. Sangeeta Rane	Project Asst.	2525576	
9	Ms. Ashruta Halankar	Project Asst.	2525576	
10	Ms. Nutan Metha	Project Asst.	2525576	
11	Sh. Siddhesh Shirke	Project Asst.	2525576	
	Fellow Lab Reception, Guest House GCMA Lab Bio Geo Chem Lab Hydrothermal Lab		6551112 6551113 6551114 6551115	
	Security (Main Gate)		2525600 2525601	2525600 & 2525601 is also pilot no. to access the any official's no. which are not shown here.

Fax Nos.:- Director – 2520877, Logistics Section-2525520, Administrative Officer -2525566, Joint Manager (P&S)-2525573

Note:- For any details please contact Pilot No. 2525600/601

NCAOR Address: National Centre for Antarctic & Ocean Research
(Ministry of Earth Sciences, Government of India)
Headland Sada, Vasco-da-Gama, Goa-403804

Email – info@ncaor.gov.in
Web Site – www.ncaor.gov.in

ix the monthly remuneration received by each of its officers and Employees, including system of compensation as provided in its regulations

The Basic Pay of the Officers/Staff of the National Centre for Antarctic & Ocean Research is as given below. In addition, the officers/staff are drawing admissible allowances as per the orders of the Government of India issued and as implemented at NCAOR from time to time.

Sl. No	Name of the Staff	Designation	Pay Band	Basic pay as on 01.07.2015
	<u>Scientists</u>			
1	Dr. M. Ravichandran	Director	PB-4	--
2	Sh. M.J. Beg	Scientist F	PB-4	56940
3	Dr. Anil Kumar N.	Scientist E	PB-4	53470
4	Dr. Thamban Meloth	Scientist E	PB-4	53470
5	Dr. Dhananjai Kumar Pandey	Scientist E	PB-4	50390
6	Dr. Rahul Mohan	Scientist E	PB-4	47490
7	Dr. Shiv Mohan Singh	Scientist E	PB-4	47490
8	Dr. John Kurian P.	Scientist E	PB-4	47490
9	Dr. Alvarinho Luis	Scientist E	PB-4	46100
10	Dr. K. Satheesan	Scientist E	PB-4	46100
11	Sh. V. Sakthivel Samy	Scientist E	PB-4	46100
12	Dr. Rajani Kant Mishra	Scientist D	PB-3	33220
13	Dr. Sarat Chandra Tripathy	Scientist D	PB-3	33220
14	Dr. Manish Tiwari	Scientist D	PB-3	32250
15	Dr. Anju Pandey	Scientist D	PB-3	32250
16	Dr. Parmanand Sharma	Scientist D	PB-3	32250
17	Dr. Prince Prakash	Scientist D	PB-3	32250

18	Dr. K. P. Krishnan	Scientist D	PB-3	31640
19	Dr. Anoop Kumar Tiwari	Scientist D	PB-3	31640
20	Dr. Laluraj C.M.	Scientist D	PB-3	31640
21	Sh. Lalit Kumar Ahirwar	Scientist D	PB-3	31600
22	Dr. Shailendra Saini	Scientist D	PB-3	31300
23	Dr. Shailesh Pednekar	Scientist C	PB-3	29680
24	Dr. P.V. Bhaskar	Scientist C	PB-3	29410
25	Dr. Sabu p.	Scientist C	PB-3	28550
26	Dr. Babula Jena	Scientist C	PB-3	28550
27	Dr. Waliur Rahaman	Scientist C	PB-3	27710
28	Dr. Yogesh Ray	Scientist C	PB-3	26900
29	Dr. Parijat Roy	Scientist C	PB-3	26900
30	Dr. Avinash Kumar	Scientist C	PB-3	26900
31	Dr. Ravi Mishra	Scientist C	PB-3	26360
32	Sh. Ajeet Kumar	Scientist C	PB-3	26320
33	Dr. Nuncio Murukesh	Scientist C	PB-3	27070
34	Ms. Runa Antony	Scientist C	PB-3	25590
35	Sh. Abhishek Tyagi	Scientist C	PB-3	25550
36	Sh. M.M. Subramaniam	Scientist C	PB-3	25590
37	Ms. Divya David	Scientist C	PB-3	25550
38	Sh. Ravikant Sharma	Scientist B	PB-3	22280
39	Ms. Lathika N.	Scientist B	PB-3	22280
40	Dr. Anand Kumar Singh	Scientist B	PB-3	22280
41	Sh. Shriram Gullapalli	Scientist B	PB-3	22280
42	Sh. Sourav Chatterjee	Scientist B	PB-3	21630
	<u>Ministerial/ Scientific Support / Technical</u>			
43	Sh. K. Shripathi	Joint Manager (F&A)	PB-2	28670
44	Sh. K. Venkateswarlu	Joint Manager (P&S)	PB-2	28670
45	Sh. Ganesh Chandvale	Scientific Asst. Grade B	PB-2	24540
46	Sh. Manoj Jayant Oturkar	Dy. Manager (P&S)	PB-2	23630
47	Ms. Kaushambi Prashad	Asst. Manager (F&A)	PB-2	23180
48	Sh. Bhikaji Laxman Redkar	Scientific Asst. Grade B	PB-2	18620
49	Sh. Anemi Lakshmana Rao	Asst. Manager (F&A)	PB-2	17040
50	Ms. Sarita Honavarkar	Asst. Manager (Admn) /Administration In-Charge	PB-2	16540
51	Ms. Pratibha Pandey	Sr. Executive (F&A)	PB-2	15210
52	Ms. Sahina Gazi	Scientific Asst. Grade A	PB-2	14760
53	Sh. Ashish Paiguinkar	Scientific Asst. Grade A	PB-2	14760
54	Sh. Saroj Kumar Pattanayak	Coordinator Grade III	PB-2	14760
55	Ms. Nazira Begum	Scientific Asst. Grade A	PB-2	14330
56	Sh. Pradeep Kumar Singh	Sr. Executive (P&S)	PB-1	15410
57	Ms. Kaveri Kumbhar	Executive (Library)	PB-1	12810
58	Ms. Reena S. Naik	Coordinator Grade II	PB-1	15650
59	Sh. Ganesh Chandra Das	Executive (Admin)	PB-1	13760
60	Sh. Aman Kumar Sharma	Executive (PR)	PB-1	12620
61	Ms. Pallavi R. Naik	Executive (Admin)	PB-1	12620
62	Ms. Tejaswini Pakhidde	Coordinator Grade I	PB-1	11170
63	Sh. Kennedy C. Sequeira	Jr. Executive (Admin)	PB-1	12250
64	Sh. Nexsan Barreto	Technician Grade B	PB-1	10840
65	Ms. Axada Satardekar	Jr. Executive (P&S)	PB-1	10520
66	Sh. Santosh Naik	Jr. Assistant (Driver/Helper)	PB-1	11570
67	Ms. Rupali Rane	Jr. Assistant (Admin)	PB-1	8990
68	Ms. Sushama H. Chodankar	Jr. Assistant (Admin)	PB-1	8990
69	Sh. Mohd. Sayeed	Jr. Assistant (Admin)	PB-1	8720
70	Sh. Tari P. Narayan	MTS	PB-1	10800
71	Smt. Shyamala K.G. Nair	MTS	PB-1	10800
72	Sh. Radhika Sawant	MTS	PB-1	10800

73	Sh. Vir Uttam Navso	MTS	PB-1	10800
74	Smt. Sita R. Bandekar	MTS	PB-1	10800
75	Sh. Jadhav Kishor Kalgo.	MTS	PB-1	10800
76	Sh. Tolu D. Velip	MTS	PB-1	10800
77	Sh. Umesh Halarnkar	MTS	PB-1	10800
78	Sh. Y. Srinivas Rao	MTS	PB-1	7660

ix. The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made

BUDGET ESTIMATES FOR 2014 – 2015

Rupees in Crores

No.	Name of Scheme/Project	BE 2014-15
I	Ocean Survey & Mineral Resources	
1	Continental Shelf Program	20.00
2	Swath Bathymetry Survey of the EEZ	25.00
3	PMN-Survey (EIA, Metallurgy)	13.49
4	Hydrothermal Sulphides	90.15
II	Ocean Research Vessels	
1	Replacement of ORV Sagar Kanya	5.00
III	Polar Science & Cryosphere	
1	Expedition to Antarctica	126.30
2	Indian Scientific Expedition to Southern Ocean	11.55
3	Expedition to Arctic	15.15
4	Ice-class vessel	199.20
5	Replacement of Maitri Station	25.00
6	ESSO-NCAOR-Operation & Maintenance	16.16
7	Himalayan Cryosphere	26.40
IV	Marine geoscientific Studies	
1	IODP	59.90
2	Geoid Low	15.00
3	Deep Crustal Studies of Indian Continental	8.65

x. the manner of execution of subsidy programmes, including the amounts allocated and the details and beneficiaries of such programmes

Since the Centre is fully functioning under the Grant-in-aids of Govt. of India, no subsidy is given to any person/organization.

xi. particulars of recipients of concessions, permits or authorizations granted by it

The activities of the National Centre for Antarctic & Ocean Research do not involve sanction for the grant of Concession/Permits/Authorization of any kind.

xii. details of the information available to, or held by it, reduced in an electronic form

NCAOR has its own website www.ncaor.gov.in wherein information in detail is available about the NCAOR and its various activities

xiii. the particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.

NCAOR library is maintained for the use of NCAOR scientists and employees. The students from Colleges, Universities and /or Academic Institutions can consult library after taking due approval. The desired information can be obtained from the Information Officers of NCAOR under the Right to Information Act-2005 from 0900 hrs to 1730 hrs on all working days. However the information is also available on :-

- (1) NCAOR web site
- (2) Through Newspapers – as & when published
- (3) Notice Board
- (4) Printed Report (**Annual Report**)

xiv. the names, designations and other particulars of the Public information Officer

Director, NCAOR has been designated as First Appellate Authority and Ms. Sarita Honavarkar, Assistant Manager (A)/ Administration in-charge has been designated as Central Public Information Officer.

Appellate Authority

Secretary, Ministry of Earth Sciences, New Delhi who is Ex-Officio Chairman of the Governing Council of NCAOR is the Appellate Authority for dealing with the Appeals referred in Section 19 of the Right to Information Act-2005

GENERAL INFORMATION

<u>OFFICIALS</u>	<u>DESIGNATION</u>	<u>TEL. NO.</u>
Director	First Appellate Authority	2520876(O), 2525610/2525611(R)
Ms. Sarita Honavarkar	Central Public Information Officer	2525555(O)
Working Hours	9.00 a.m. to 05.30 p.m. each working day	

Under Clauses (b) & (C) of sub-section (2) of section 27 of the Right to Information Act, 2005 the fee structure are as under which are payable at Vasco-da-Gama, drawn in favour of NCAOR by way of **Bank Demand Draft** only.

- a) a request for obtaining information under sub-section (1) of section 6 the Application fee will be Rs. 10/-
- b) for providing the information under sub-Section (1) of section 7 the fee shall be charged :
- 1 – for each page (in A-4 or A-3 size paper)
 - 2 – actual charge or cost price of a copy in large size paper
 - 3 – Inspection of record
- No fee for one hour. Thereafter
Rs. 5/- for each 15 minutes
- a) for providing the information under subsection (5) of section 7 the Fee shall be charged :
- 1 – Diskette or Floppy Rs. 50/-
 - 2 – For information in printed form Rs. 2/- per page

Note : No fees shall be charged who live below the poverty line to make an application for disclosure of information.

NCAOR Address : National Centre for Antarctic & Ocean Research
(M/o Earth Sciences Government of India)
Headland Sada, Vasco-da-Gama,
Goa – 403 804

e-mail – info@ncaor.gov.in
Web Site – www.ncaor.gov.in

राष्ट्रीय अंटार्कटिक एवं समुद्री अनुसंधान केन्द्र
National Centre for Antarctic & Ocean Research
हेडलैण्ड सडा, वास्को-डा-गामा
Headland Sada, Vasco-da-Gama
गोवा/Goa-403804

No: NCAOR/I/Gen(6)/12

Date: 03.10.2012

OFFICE MEMORANDUM

Sub:- Nomination of Public Information Officer & Assistant Public Information Officer under Right to Information Act, 2005 – Reg.

In partial modification of OM No. NCAOR/I/Gen(12)/05 dtd. 24.02.2006 and with reference to MoES letter No. MoES/20/01/2012-RTI dtd. 24.09.12, the undersigned is directed to inform that in terms of the provisions contained in section 5 of the Right to Information Act – 2005, the following officers in respect of NCAOR have been re-designate as First Appellate Authority and Central Public Information Officer, NCAOR, Goa to deal with the requests from persons seeking information.

First Appellate Authority:

Director
National Centre for Antarctic & Ocean Research
Headland Sada, Vasco-da-Gama
Goa – 403804.

Tel: 2520876 (Off)
2525610/611 (Res)

Central Public Information Officer:

Ms. Sarita Honavarkar
Assistant Manager (A)/ Administration in-charge
National Centre for Antarctic & Ocean Research
Headland Sada, Vasco-da-Gama
Goa – 403804.

Tel: 2525558 (Off)
2525555

Sd/-

Assistant Manager (A)/
Administration in-charge

To,

- 1) The PIO, NCAOR
- 2) The APIO, NCAOR
- 3) All NCAOR Officers
- 4) Notice Board

Copy for information to:

- 1) The Director, CMLRE, Kochi
- 2) The Director, ICMAM-PD, Chennai
- 3) The Director, INCOIS, Hyderabad
- 4) The Director, NIOT, Chennai
- 5) Shri. B.K. Thakur, CPIO & Sci. B, MoES, New Delhi

Assistant Manager (A)/
Administration in-charge

Dated: 04.02.2013

Sub: Declaration of PIOs/Appellate Authorities for MoES and its Attached Office/ Autonomous Body

The following officials has been declared as the CPIOs (Central Public Information Officer) and Appellate Authorities for MoES and its Attached Offices/ Autonomous Bodies.

Sr. No	Name of the Department	CPIO (Central Public Information Officer)	First Appellate Authority
1	MoES (Hqr)	Sh. Sandesh Saxsena, (US)	Dy. Secretary (Sh. Rishi Kumar)
2	NCAOR, Goa		Director, NCAOR