



**NATIONAL INSTITUTE OF MENTAL HEALTH & NEURO SCIENCES  
(Institute of National Importance) Bengaluru - 560 029**

No.NIMH/PER(7)/RTI/ CPIO/2020-21

Date: 23.04.2020

**OFFICIAL MEMORANDUM**

In terms of section 5(2) of the Right to Information Act 2005 and consequent on superannuation, transfer & promotion of officers following amendments is carried out in connection with designation of Central Public Information Officer (CPIOs) with their present allocation of work in this Institute.

Sl.No	CPIOs	Designation	Tel.no	Work Allocated	Appellate Authority
1	Dr. G. Gururaj	Sr. Professor of Epidemiology & Dean (Neuro Sciences)	26995569	Controller of Examination	Dr. K. Sekar REGISTRAR No.26995005/ 5006
2	Dr. Satish Chandra Girimaji	Sr. Professor of Child & Adolescent Psychiatry & Dean (Behavioural Sciences)	26995264	In-charge of all matters related to research.	---do---
3	Dr. Chittaranjan Andrade	Professor of Clinical Pharmacology & Neurotoxicology and Dean (Basic Sciences)	26995109	In-Charge of all matters related to student affairs.	---do---
4	Dr. B. Indira Devi	Professor & Associate Dean. Dept. of Neurosurgery	26995409	Decisions of Finance Committee.	---do---
5	Dr. V. Bhadrinarayan	Medical Superintendent	26995202	All matters related to in/out patients and other general issue srelated to Hospital functioning.	---do---
6	Smt. B. K. Revathi	Chief Administrative Officer	26995008/ 5021	Nodal Officer for RTI & Attending general litigations of public approaching the Institute.	---do---
7	Sri. Georgekutty Francis	Dy. Financial Advisor & Chief Accounts Officer	26995019	All matters regarding financial transaction/ Accounts/Budget etc.	---do---

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Sl.No	CPIOs	Designation	Tel.no	Work Allocated	REGISTRAR
8	Sri. K. Parthiban	Assistant Administrative Officer (Personnel Section)	26995706	1. All service matters of regular employees such as Faculty, Grp A, B & C employees, recruitment. Disciplinary proceedings etc., Decisions of Society/Governing Body & monitoring committees. Allotment of Quarters. 2. All matters related to the sanction of leave/deputation of faculty members to various programs such as Workshop/ Fellowship/Training etc., Conference, Allotment of shops, parking slot.	Dr. K. Sekar REGISTRAR No.26995005/ 5006
9	Sri. Deva Mahendra Prasad	Administrative Officer (A&E)	26995012	All matters related to the duties of Academic section Activities and Programs of Training Academic Committee, BOS etc.	---do---
10.	Smt. Nagaveni. K	Special officer & I/c Administrative Officer (Hospital)	26995211	All service matters of regular employees such as Office/Hospital Assistants and MTS. Stoppage charges of in and out patients, Admissions, other issues related to OPDs, Casualty and Hospital block.	---do---
11.	Sri. D. P. Nagaraj	Assistant Administrative Officer (Purchase)	26995023	All matters related to purchase of items made in Purchase section.	---do---
12.	Sri. J. Murugan	Assistant Administrative Officer (Project)	26995016	All matters related to various project/Ethics Committee.	---do---
13.	Sri. Hemaprabhu V	Assistant Administrative Officer I/c (Claims)	26995026	All matters of pay & allowances of employees/ students. Sanction of LRA.	---do---
14.	Sri. K. N. Pandian	Assistant Administrative Officer (OPD)	26995524	All matters of settlement of Hospital stoppage charges of in and out patients, Admissions, other related issues of OPDs, Casualty & Hospital block.	---do---
15.	Sri. Rajasekar M.	Assistant Administrative Officer I/c (RS)	26995295	All matters relating of procurement of items required for rehabilitation center.	---do---
16	Sri. M T Chandan Kumar	Assistant Administrative Officer I/c,(PR)	26995295	Looking after Vehicular maintenance and providing available conveyance facility for official purpose.	---do---



DIRECTOR

Copy to: The Above Officers.