

NATIONAL INSTITUTE OF MENTAL HEALTH & NEURO SCIENCES
Institute of National Importance, Bengaluru – 560 029



No.NIMH/PER(7)/RTI/ CPIO/2021-22

Date: 07.01.2022

OFFICIAL MEMORANDUM

In terms of section 5(2) of the Right to Information Act 2005 and consequent to 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. B. Indira Devi	Sr. Professor of Neurosurgery & Dean [Neuro Sciences]	26995850	Controller of Examination	Dr. B. S. Shankaranarayana Rao REGISTRAR 26995005/5006
2.	Dr. Sanjeev Jain	Sr. Professor of Psychiatry & Dean [Behavioural Sciences]	26995851	In-charge of all matters related to research.	---do---
3.	Dr. Bindu M Kutty	Professor of Neurophysiology & Dean [Basic Sciences]	26995852	In-Charge of all matters related to student affairs.	---do---
4.	Dr. Vani Santosh	Sr. Professor of Neuropathology & Associate Dean [Neuro Sciences]	26995132	Decisions of Finance Committee.	---do---
5.	Dr. Muralidharan K	Prof. Of Psychiatry & Medical Superintendent	26995202	All matters related to in/out patients and other general issue related to Hospital functioning.	---do---
6.	Smt. Nagaveni. K	Chief Administrative Officer (I/c)	26995008 / 5021	Nodal Officer for RTI & Attending general litigations of public approaching the Institute.	---do---
7.	Sri. G. S. Harish	Dy. Financial Advisor & Chief Accounts Officer I/c	26995019	All matters regarding financial transaction/Accounts/Budget etc.	---do---
8.	Sri. J. Murugan	Asst. Administrative Officer (A&E)	26995012	All matters related to the duties of Academic section Activities and Programs of Training Academic Committee, BOS etc.	---do---

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Sl.No	CPIOs	Designation	Tel.no	Work Allocated	Appellate Authority
9.	Sri. Hemaprabhu V	Administrative Officer (I/c) [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. B. S. Shankaranarayan Rao REGISTRAR 26995005/5006
10.	Smt. Bhagyashree	Asst. 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	Administrative Officer (I/c) [Purchase]	26995023	All matters related to purchase of items made in Purchase section.	---do---
12.	Sri. Doddathammaiah	Assistant Administrative Officer [Project]	26995016	All matters related to various project/Ethics Committee.	---do---
13.	Sri. Amarnath M	Asst. Administrative Officer [Claims]	26995026	All matters of pay & allowances of employees/students. Sanction of LRA.	---do---
14.	Sri. K. N. Pandian	Administrative Officer (I/c) [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. Ravindran A G	Asst. Admnv. Officer (PRS & NRS)	26995295	All matters relating of procurement of items required for rehabilitation center.	---do---
16.	Sri. M T Chandan Kumar	Assistant Administrative Officer [PR]	26995011	Looking after Vehicular maintenance and providing available conveyance facility for official purpose and all matters related to Hostels.	---do---


DIRECTOR

13/1/22

Copy to,
The Above Officers.