

**F. No. RTI-11013(12)/9/2026-eoffice (36681)**  
**भारत सरकार / Government of India**  
**स्वास्थ्य और परिवार कल्याण मंत्रालय / Ministry of Health and Family Welfare**  
**स्वास्थ्य सेवा महानिदेशालय / Directorate General of Health Services**  
**केंद्रीय औषधि मानक नियंत्रण संगठन / Central Drugs Standard Control Organization**

**FDA Bhawan, Kotla Road, New Delhi**  
**Dated: 15.06.2026**

**OFFICE ORDER**

**Subject: Constitution of Consultancy Committee of Key Stakeholders for Advice on Suo-Motu Disclosure under Section 4 of the RTI Act, 2005 in CDSCO – reg.**

In pursuance of the approval of the Competent Authority and in accordance with the provisions of Section 4 of the Right to Information Act, 2005 and the guidelines issued by the Department of Personnel & Training (DoPT) vide O.M. No. 1/6/2011-IR dated 15.04.2013 regarding implementation of suo-motu disclosure under the RTI Act, 2005, the following Consultancy Committee of Key Stakeholders for Advice on Suo-Motu Disclosure is hereby constituted with immediate effect:

<b>S. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Role</b>
1	Mr. Ranga Chandrashekar	Joint Drugs Controller (India)	Chairperson
2	Mr. Sunil Kulshrestha	Deputy Drugs Controller (India) – Coordination	Member Secretary
3	Mr. Dileep Kumar Rajput	Director (Administration)	Member
4	Dr. Gouri Shankar	CPIO (RTI), HQ	Member
5	Dr. Jay Jyoti Roy	Representative of IT Cell	Member
6	Mr. A. Senkathir	Representative of Legal Cell/DDC(I)	Member
7	Mr. Pawan Kumar	Administrative Officer / Deputy Director (Administration)	Member

**Terms of Reference (ToR)**

The Committee shall:

1. Review compliance with Section 4(1)(b) disclosures by CDSCO.
2. Identify records/information suitable for proactive disclosure.
3. Recommend measures for enhancing transparency and accessibility of information.
4. Ensure periodic review and updation of RTI disclosures on the CDSCO website.
5. Review the status of disclosures by Headquarters, Zonal Offices, Sub-Zonal Offices, Laboratories and Port Offices.
6. Suggest digitization and public dissemination measures for improving proactive disclosure.
7. Submit periodic recommendations/reports to the Competent Authority.

The Committee may co-opt any officer(s)/official(s) or seek inputs from any Division/Office of CDSCO, as deemed necessary by the Chairperson.

The Member Secretary (Coordination Division) shall coordinate meetings of the Committee and maintain records of proceedings and recommendations.

This issues with the approval of the Competent Authority.

**(Pawan Kumar)**  
**Deputy Director (Administration)**  
CDSCO (HQ), New Delhi

**Copy to**

1. All Members of the Committee.
2. DCGI.
3. Joint Drugs Controller (India).
4. Director (Administration).
5. Head, IT Cell – for uploading on CDSCO website, as appropriate.
6. Guard File.