

VISIT OF OFFICERS FROM APRIL, 2018 TO MARCH, 2019 (OFFICIAL DUTY)

Sl.No.	Meeting Date	Officers concerned who attended the Meeting	Purpose of visit
1	31.08.2018	Dr.B.SEKAR, Director	Attended Local Monitoring Committee Meeting at Pasteur Institute of India, Coonoor
2	26.11.2018	Dr.B.SEKAR, Director	Attended Institutional Ethical Committee Meeting as Dy.Chairperson at CLTRI, Chengalpet.
3	26.11.2018	1.Dr.S.Anand, Veterinarian 2.Shri A.Krishnakumar, Administrative Officer	Visited Integrated Vaccine Park, Chengalpet, to discuss technical & administrative issues with Officers at HLL Biotech Ltd.
4	12.12.2018	Dr.B.SEKAR, Director	Attended Training Programme to strengthen the Ethical Committee at CLTRI, Chengalpet.
5	12.12.2018	1.Dr.B.SEKAR, Director 2.Dr.S.Anand, Veterinarian 3.Shri A.Krishnakumar, Administrative Officer	Visited Integrated Vaccine Park, Chengalpet, to discuss technical & administrative issues with Officers at HLL Biotech Ltd.
6	20.12.2018	1.Dr.B.SEKAR, Director 2.Shri A.Krishnakumar Administrative Officer	Attended CDSCO Meeting at CDSCO(HQ) & visited DGHS, New Delhi to discuss administrative issues.
7	29.01.2019	Dr.B.SEKAR, Director	Attended Institutional Ethical Committee Meeting as Dy.Chairperson at CLTRI, Chengalpet.
8	20.02.2019	1.Dr.B.SEKAR, Director 2.Shri A.Krishnakumar Administrative Officer	Attended Meeting to hold preliminary discussion related to Management Contract of HLL Biotech Ltd. chaired by AS & DG.
9	08.03.2019	1.Dr.B.SEKAR, Director 2.Dr.Hassan Thuddathifanuge, CMO(SAG)	Attended one day training / Workshop on PSURs and RMPs conducted by CDSCO(HQ) at Hotel Royal Plaza, New Delhi.
10	11.03.2019	1. Dr.B.SEKAR, Director 2.Dr.Hassan Thuddathifanuge, CMO(SAG) 3.Dr.S.Anand, Veterinarian 4.Shri.Balaje, Technical Supervisor	Attended Meeting regarding Market Authorisation conducted by CDSCO(HQ), New Delhi
11	18.03.2019	1.Dr.B.SEKAR, Director 2.Shri A.Krishnakumar Administrative Officer	Attended Working Committee Meeting on Uniformity of RRs at Pasteur Institute of India, Coonoor

VISIT OF OFFICERS FROM APRIL, 2019 TO FEBRUARY, 2020 (OFFICIAL DUTY)

Sl.No.	Meeting Date	Officers concerned who attended the Meeting	Purpose of visit
1	04.04.2019 / 05.04.2019	Dr.B.SEKAR, Director	Attended Local Monitoring Committee Meeting at PII, Coonoor & IAEC Meeting at PII, Coonoor
2	14.05.2019	1. Dr.S.Anand, Veterinarian 2. Shri A.Krishnakumar, Administrative Officer	Attended one day Workshop on GeM at MH&FW, New Delhi
3	24.05.2019	Dr.B.SEKAR, Director	Attended a Meeting chaired by Dr.S.Venkatesh, DGHS at Regional Office of H&FW, Chennai
4	25.06.2019	Shri A.Krishnakumar, Administrative Officer	Attended Meeting on Uniformity of Recruitment Rules at DGHS, New Delhi
5	24.06.2019 / 25.06.2019	1. Dr.S.Anand, Veterinarian 2. Shri M.G.Rajeseckhar, Technical Supervisor	Attended FAT of Guinea Pig – S.S.Pan at M/s Orchid Scientific, Nasik, Maharashtra
6	08.07.2019	Shri A.Krishnakumar, Administrative Officer	Attended Meeting at MH&FW regarding status of framing / Amendment of RRs under the Chairmanship of Addl.Secy (Health)
7	10.07.2019	Dr.S.Anand, Veterinarian	Deputed to Animal House Facility at CLTRI, Chengalpet, to carry out health monitoring of animals.
8	12.07.2019	Dr.B.SEKAR, Director	Attended Meeting regarding “EOI & Bid Documents – HBL Management Contract”
9	12.07.2019	Dr.S.Anand, Veterinarian	Visited PII, Coonoor, to observe the design of Animal House Facility in compliance with CPCSEA & cGMP Guidelines.
10	18.07.2019	Shri A.Krishnakumar, Administrative Officer	Attended Meeting at MH&FW, New Delhi regarding status of framing / Amendment of RRs.
11	24.07.2019	Dr.B.SEKAR, Director	Attended Institutional Ethical Committee Meeting as Dy.Chairperson at CLTRI, Chengalpet.
12	29.07.2019	Shri A.Krishnakumar, Administrative Officer	Attended Meeting at MH&FW, New Delhi, to discuss issues of RRs
13	16.09.2019	Dr.Hassan Thuddathifanuge CMO(SAG)	Attended Vaccine Security Meeting at MH&FW, New Delhi
14	27.09.2019 / 28.09.2019	Dr.B.SEKAR, Director	Attended 16 th LMC Meeting at PII, Coonoor
15	21.10.2019	Dr.B.SEKAR, Director	Participated as a Member in Pre-Scientific Advisory Committee Review Meeting on 21.10.2019 at ICMR-NIE in Chennai.
16	21.11.2019 to 23.11.2019	Dr.S.Anand, Veterinarian	Attended Conference on the topic “Lab.Animals in Biomedical Research – the way forward” at IISER, Pune
17	12.10.2019	Dr.Hassan Thuddathifanuge CMO(SAG)	Participated in the Annual Convention of CIC in New Delhi
18	04.12.2019 (DGHS) 05.12.2019 / 06.12.2019	1. Dr.S.Anand, Veterinarian 2. Shri A.Krishnakumar, Administrative Officer	a) Visited DGHS, New Delhi on 4.12.2019, to discuss administrative issues & b) Participated in National Public Procurement Conclave (GeM) at India Habitat Centre, New Delhi on 5.12.19 & 6.12.19

			p.m. chaired by Jt.Secretary, MH&FW, V.I.Section, to discuss rationalization of manpower of PII, Coonoor.
20	20.01.2020 / 21.01.2020	1. Dr.B.SEKAR, Director 2. Shri A.Krishnakumar, Administrative Officer	Attended the Meeting in DGHS on 20.1.2020 at 3.00 p.m. regarding PCA & HPCA applicability to all Vaccine Institutes. Director/AO again visited DGHS on 21.1.2020 to discuss administrative issues of BCGVL.
21	27.01.2020 & 28.01.2020	1. Dr.B.SEKAR, Director 2. Shri A.Krishnakumar, Administrative Officer	Attended Meeting in MH&FW, V.I.Section on 27.1.2020 at 3.00 p.m. regarding rationalization of manpower & deputation / absorption of HBL employees in BCGVL. On 28.1.2020, visited DGHS to discuss administrative issues.
22	04.02.2020	1. Dr.Hassan Thuddathifanuge, CMO(SAG) 2. Dr.S.Anand, Veterinarian	Attended Training / Workshop conducted at NIHFW, New Delhi on suo-moto disclosure & transparency Audit under Section 4 of RTI Act from 9.15 a.m. till 3.00 p.m.
23	03.03.2020	1. Dr.B.SEKAR, Director 2. A.Krishnakumar, Administrative Officer	Proposed to attend meeting at MH&FW, V.I.Section regarding vacancy position (post wise & group wise) of all posts