

**ई.एस.एस.ओ – राष्ट्रीयपृथ्वीविज्ञानअध्ययनकेंद्र**  
**पृथ्वीविज्ञानमंत्रालय, भारतसरकार**  
**ESSO - NATIONAL CENTRE FOR EARTH SCIENCE STUDIES**  
**Ministry of Earth Sciences, Govt. of India**

No. NCESS/P&GA/1236/2018

Dt. 18.05.2018

**Office Order**

Sub: Renaming of Technical Cell, Reconstitution of Material Purchase Committee and IT Wing – Reg.

The following changes are put into force with immediate effect.

1) Technical Cell of NCESS is renamed as Director's Technical Cell (DTC), which will be headed by Dr.N.Anilkumar, Scientist F, CoP. He shall facilitate monitoring and evaluation of all Institutional Projects including core programs and external projects, in addition to assisting in evaluation of new projects for implementation. He will also supervise organizing important meetings, scientific presentations and functioning of the Director's office and Technical cell.

2) The Material Purchase Committee of NCESS is reconstituted as follows:

- |   |            |
|---|------------|
| i) Dr N Anilkumar, Scientist F, CoP                     | - Chairman |
| ii) Dr L. Sheela Nair, Scientist-F, CoP                 | - Member   |
| iii) Dr.J.K.Tomson, Scientist-D, CrP                    | - Member   |
| iv) Mrs. Lavanya G, Deputy Manager (Finance & Accounts) | - Member   |
| v) Sri. M. Madhu Madhanvan, Deputy Manager (S&P)        | - Member   |
| Convenor  |            |

3) The IT-Wing will be headed by Dr.D.S.Suresh Babu and assisted by Shri.S.Salaj to monitor eOffice functioning, Website management, development of Software on Intranet services, Recruitment management, Support for eProcurement/ePublishing/GeM, Adhar based eAttendance, Management of Videoconference facility, Procurement of VDI etc.

(Vide orders of the Director dated 21/05/2018)

Chief Manager (i/c)

To  
Dr.N.Anilkumar,  
Members of MPC/ GHs/ Notice Board  
Copy to The Director