

GOVERNMENT OF INDIA MINISTRY OF HEALTH & FAMILY WELFARE (DIRECTORATE GENERAL OF HEALTH SERVICES) CENTRAL DRUGS STANDARD CONTROL ORGANISATION REGIONAL DRUGS TESTING LABORATORY-CHANDIGARH

Accredited By: NABL (ISO/IEC-17025:2005 in Chemical & Biological Testing)

PROFILE



REGIONAL DRUGS TESTING LABORATORY (RDTL) – CHANDIGARH

Sector-39C, Chandigarh-160036

Location Link: https://www.google.com/maps/d/viewer?mid=1iNzc3Ofp-kPbkAicQNmvpfVJPIg&ll=30.7406860000001%2C76.7302240000002&z=17



0172-2688239



0172-2636316

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HISTORY

ESTABLISHED IN - 2007

The Regional Drugs Testing Laboratory - Chandigarh (RDTL) is a National statutory laboratory in the North Zone of India. It is working under the administrative control of Drugs Controller General (I), CDSCO, Directorate General of Health Services (DGHS) in the Ministry of Health & Family Welfare, Government of India, FDA Bhavan, ITO, Kotla Road, New Delhi -110002.

This laboratory is established to analysis or tests the drugs & Cosmetics products under the control of a Director, appointed by the Central Government.

For the establishment of this laboratory, a piece of land measuring 3354.328 Sq. Yds. was acquired by Estate Office, U.T., Chandigarh in 1995 at sector 39C which is about 7.00 Kms from ISBT sector 17, 4.5 Kms from sector 43 Bus stand, 14 Kms from Chandigarh Rly. Station and 20.0 Kms from Mohali Airport. After that the land was handed over to the Director General of Health Services, Ministry of Health & Family Welfare, Govt. of India, Nirman Bhawan, New Delhi – 110011 in 1996.

The Drawing of the building was prepared by Akaa Associates and was submitted to U.T. Administration in 2002 for its approval. The building was constructed by CPWD, (Central Public Works Department), Chandigarh and was taken over in the year of 2007. This laboratory started its journey to fulfil its statutory duties from November-2007, and after that it contentiously being flourished itself. The microbiological department was established and came into effect from 2017. It was accredited by NABL in chemistry discipline in the year of 2016 and in microbiology discipline in the year of 2018. It is continuously discharging its duties to be a part of broad goal of CDSCO as well as Ministry of Health and Family Welfare to enhance public health by ensuring the availability of quality drugs, cosmetics and medical devices to the common people.

This laboratory receives the samples of drugs, cosmetics and medical devices in the form of Legal (Form-18), Survey and special drive from Central Officers/Drugs Inspectors of CDSCO, North Zone – Ghaziabad, Sub Zone- Baddi, Jammu, Varanasi and Assistant Drugs Controller (India) and Indira Gandhi International Airport, New Delhi. After that, the samples are being tested as per the statutory requirement of Drugs and Cosmetics Act 1940 and Rule there under and the reports are being despatched to the concerned senders of the samples.

Review of Director In Charge (HOD)

Dr. Debasis Maiti, Director In Charge

From the very beginning of its birth, this institute always thrives to discharge its duties to be a part of broad goal of CDSCO as well as Ministry of Health and Family Welfare to enhance public health, which can be ensured by making the availability of quality drugs, cosmetics and medical devices to the common people. It involves to analysis or test the samples and to submit the reports accordingly in efficient manner from its statutory periphery.

An enormous number of drugs and cosmetics are available to the common people and a number of methods and techniques are required to test the quality of these huge kinds of samples. The journey is not so smooth, but it has always accepted and overcome its challenges. This unremitting and ironic determination gifted it to be flourished, bloomed and strengthens its foundation from its root.

This institute has instilled the culture to employ the full potential and support of its employees. The employees are encouraged to work in harmonious manner for their excellent contribution with their professional approach and experiences.

Our goals for further growth and value creation:

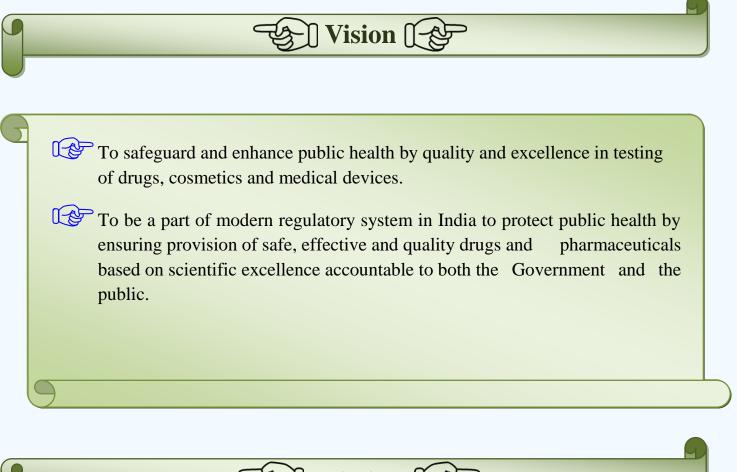
- Delivering quality technical services by optimum utilization of its resources in a sustainable manner.
- Ensuring continuous and contemporary learning.
- Compliance norms in practice.

- Continual improvement in maintaining and managing environmental aspects and
- Enhancing occupational health and safety policy and management of hazards effectively.

This institute also prioritized the safety and security of its human resources, facilities and environment from the potential threats and harmful influences.

There are a number of people who are continuously thriving to flourish this institute from its germination. I would like to thank all of them for being a part of this institute and for their continuous, cordial and unconditional support over the time being.





Mission [

To provide quality and effective analytical services in the area of drugs, pharmaceuticals and cosmetics testing which can be achieved through employment of advanced testing facility with the sophisticated instruments and dedicated, committed work force by adhering to core values of transparency, accountability, efficiency, commitment, credibility and innovation.

To be a smart drug testing laboratory equipped with latest sophisticated equipments and having clean and green eco-friendly environment.





To implement effective quality system in the laboratory.

To ensure dependable and accurate testing facility.

To provide test results at the earliest and to the best satisfaction.

To update technical knowledge / skill of scientific / technical staff by inhouse and outside training.

Regular participation in Proficiency Testing and Inter laboratory Comparison Programs.

To provide proper & safe working environment to adopt Good Laboratory Practices.



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Statutory Functions and Duties of the Institute

Analysis of Drugs and Pharmaceuticals, Cosmetics and Medical Devices in terms of schedule to the Drugs and Cosmetics Act, 1940 and rules there under so as to specify the standards of identity, purity and strength for the drugs imported, manufactured for sale, stocked or exhibited for sale or distribution in India.



Analysis of Import drugs and Cosmetics samples entering through the port offices.

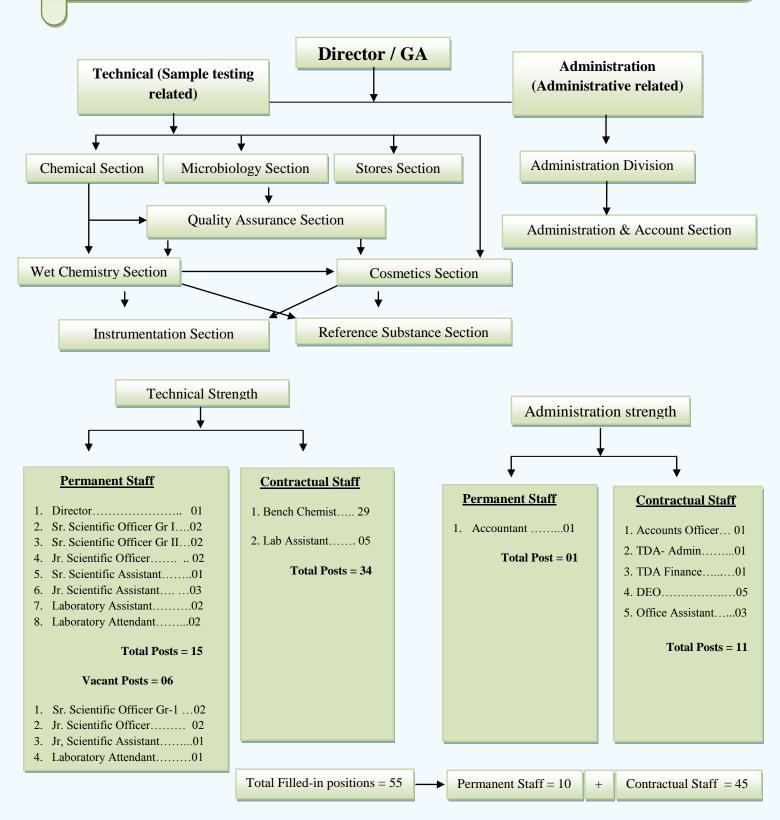
Analysis of Drugs & Pharmaceutical formulations received as Survey Samples from Central Drugs Standard Control Organization and its Zonal Offices and State of Haryana, Delhi, Jammu & Kashmir and Himachal Pradesh.



Analysis of Drugs and Pharmaceutical formulations received as National Survey Samples from CDSCO under Ministry of Health and Family Welfare and various state drugs control authorities.



Organisational flow Chart of working procedure



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Powers and Duties of Officers

Director In Charge:

- Director In Charge, RDTL is exercising the powers as HOD delegated under the relevant provisions of DFP Rules, 1978 and GFRs, 2005 vide letter No. F. No. D. 21013/7/2010-DC, dated 24th May, 2010 and F. No. D. 21013/37/2022-DC, dated 13th July, 2022.
- Responsible for overall organizational functions pertaining to the system maintenance and technical operations by implementation of policies, processes and system related to performance, checking, evaluation and release of reports.
- Regular evaluation regarding improvement in the effectiveness of managerial and technical parameters.
- Continuous review of Quality objectives.
- Preparation and monitoring of budget, annual plan for the organization.
- Solution Functioning as a Chairperson in management review meetings.
- Responsible for approving Quality Manual and Quality System Procedures.
- To maintain integrity of the system by proper planning.
- To approve the purchase of store and library items.
- Act as Notified Govt. Analyst.



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REGIONAL DRUGS TESTING LABORATORY, CHANDIGARH

Organisation and Function

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Annexure - II / /

F. NO. D.21013/ 7 /2010-DC DIRECTORATE GENERAL OF HEALTH SERVICES CENTRAL DRUGS STANDARD CONTROL ORGANISATION (DRUGS CONTROL SECTION)

FDA Bhawan, New Delhi Dated: 24th May 2010

The Pay Accounts Officer, M/o H& FW, DGHS, Nirman Bhawan, New Delhi

Subject: - Delegation of Financial Powers to the Director, RDTL, Chandigarh.

Sir,

To

I am directed to convey the approval of the Competent Authority under the relevant provisions of DFP Rules, 1978 and GFRs, 2005 to the delegation of all the powers of Head of the Department to the Director, RDTL, Chandigarh except the following :-

(i) Creation of post.

(ii) Write off of losses, and

(iii) Appropriation and Re-appropriation of funds.

3. These delegated powers are to be exercised in the light of and in accordance with the provisions of the rules and instructions contained in the DFPRs and GFRs, as amended from time to time, by observing procedural checks and other instructions issued by the Government of India from time to time like general economy instructions, ban on filling up vacancies, new constructions etc.

4. The approval of the Competent Authority **is also hereby accorded** to the declaration of Director, RDTL, Chandigarh as DDO in respect of the Lab.

5. This issues with the concurrence of IFD of the M/o Health and F W vide Dy. No.548/A&FA/2010 dated 4.5.2010.

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Yours faithfully,

(Dr. Sufrinder Singh) Drugs Controller General (India)

Copy to:-

(i) (ii) (iiii)

The Director RDTL, Chandigarh. M/o Health and Family Welfare (US-F.III, IFD). Guard File.

File No.D.21013/37/2022-DC(Pt.)

Annexuel - I



F. No.D.21013/37/2022-DC(Pt.) Government of India Ministry of Health and Family Welfare Directorate General of Health Services Central Drugs Standard Control Organization

> FDA Bhawan, Kotla Road, New Delhi, dated the 1st July, 2022

Dr. Debasis Maiti Sr. Scientific Officer, RDTL, Chandigarh.

Subject:-Charge of the post of Director, RDTL, Chandigarh.

Sir,

То

I am directed to say that with the approval of Competent Authority, it has been decided that Dr. Debasis Maiti, Sr. Scientific Officer, in addition to his own duties as Sr. Scientific Officer in the Lab, will also look after the work of the post of Director, RDTL, Chandigarh with immediate effect on a temporary basis and till further orders. Dr. Maiti shall not be given any additional financial benefits on this account.

2. This issues with the approval of DGHS vide E-8173138 dated 30.06.2022.

Yours faithfully,

Digitally Signed by Ziley (Zile j^{ir}Shrigh Vical) DiPeter 61 (X dash ji:26:28 Reason: Approved

Copy to:-

i. Director, CRI, Kasauli, for information of PAO.
ii. PS to DGHS, Nirman Bhawan, New Delhi.
iii.D.R. Section, Nirman Bhawan, New Delhi.
iv.DCG(I) Sectt.





File No.D.21013/37/2022-DC(Pt.)

F. No.D.21013/37/2022-DC Government of India Ministry of Health and Family Welfare Directorate General of Health Services Central Drugs Standard Control Organization



FDA Bhawan, Kotla Road, New Delhi, dated the 13th July, 2022

To

Dr. Debasis Maiti Sr. Scientific Officer, RDTL, Chandigarh.

Subject:-Exercise of powers by Dr. Debasis Maiti, SSO-II in RDTL, Chandigarh.

Sir,

I am directed to your letter No. 1-2/2022-23/Admn./DFP/0690/22 dated 04.07.2022 on the above subject and to say that you have been asked to look after the work of the post of Director, RDTL, Chandigarh on a temporary basis in addition to your own duties as SSO-II. In such cases, when an officer performs current duties of a post in addition to his own duties, the powers are to be exercised by him as per provisions of GID No. 5(copy attached) below Rule 13 of Delegations of Financial Powers Rules, 1978. For facility of reference, the said GID is reproduced below:-

"Officer performing current duties can exercise administrative and financial powers of the post but not the statutory powers. - An officer appointed to perform the current duties of a post in addition to his own can exercise administrative or financial powers vested in the full-fledged incumbent of the post but he cannot exercise statutory powers, whether these powers are derived direct from an Act of Parliament (e.g., Income Tax Act) or Rules, Regulations and Bylaws made under various articles of the Constitutions (e.g., Fundamental Rules, Classification, Control and Appeal Rules, Civil Service Regulations, Delegation of Financial Powers Rules, etc.)

[G.I.,M.H.A., O.M. No. F.10 (13)-E.(Co-ord.)/75, dated the 24th January, 1963.]"

Digitally Signed by Amit

You may act accordingly.

Yours faithfully,

Kumar Date: 13-07-2022 15:48:43 (Amit Kumar) Reason: Approve**(Dy. Director Admn.(D)**

Copy to:-

i. DCG(I) Sectt.



Powers and Duties of Officers

Senior Scientific Officer :

- Supervision of test and analysis of drugs, cosmetics and medical devices.
- Shall device the SOPs for each and every activity.
- Shall calibrate all the lab equipments and instruments.
- Shall declare the status of equipments/instruments.
- Shall validate/revalidate the standardization of chemicals or reagents.
- Shall store the raw data/ worked out data.
- Shall be responsible of archival and retrieval of the test and analysis data of the drugs.
- Any other duties assigned by Director/ head of the Laboratory from time to time.





Powers and Duties of Other Employees

Senior Scientific Assistant :

- Analysis and Supervision of test and analysis of drugs, cosmetics and medical devices.
- Standardization of reference/working standard.
- Participating in the proficiency test programme of the laboratory.
- Conduct the Standardization, validation and calibration of the test methods, procedures and instruments.
- Solution Assist in preparation of Department SOPs and supervision of Logbook.
- To assist Senior Scientific officer in analysis of drugs, cosmetics and medical devices.
- Any other duties assigned by Director/ head of the Laboratory from time to time.





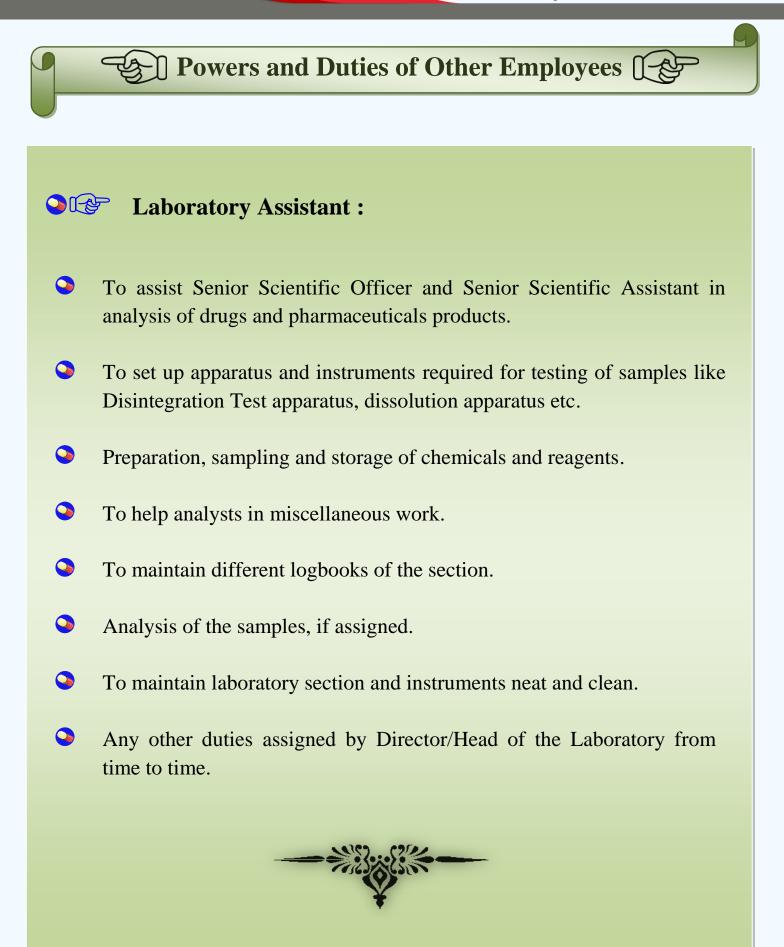
> Powers and Duties of Other Employees

Sunior Scientific Assistant :

- Analysis and testing of different Pharmacopoeial and Non-Pharmacopoeial formulations of samples.
- Operating different sophisticated instruments.
- Preparation, maintenance and standardization of reference standard/working standard.
- Carry out calibration, standardization and validation test of the instruments.
- Assist in preparation of departmental SOPs and maintenance of calibration logbooks.
- To assist Senior Scientific Officer and Senior Scientific Assistant in analysis of drugs and pharmaceuticals products.
- Any other duties assigned by Director/Head of the Laboratory from time to time.



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Powers and Duties of Other Employees

Laboratory Attendant :

- Solution Washing and maintenance of glassware.
- Maintenance of cleaning and sanitation of laboratory.
- To help analysts in miscellaneous work.
- Preparation, sampling and storage of chemicals and reagents.
- To maintain laboratory section and instruments neat and clean.
- Any other duties assigned by Director/Head of the laboratory from time to time.



Rules / orders under which powers and duty are derived:

Director, RDTL is exercising the powers as HOD delegated under the relevant provisions of DFP Rules, 1978 and GFRs, 2005 vide letter No. F. NO. D.21013/7/2010-DC, dated 24th May, 2010.

As per Central Civil Services Rules and Drugs & Cosmetic Act 1940 and rules there under. Also as per ISO/IEC 17025:2005 in chemical & Biological Testing requirement for Laboratories and any other rule which are applicable for Central Govt. Institution.

Final decision Making Authority:

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For Sample Testing – Government Analysts.

For Administration & Financial Issues – Director.

Related provisions, acts, rules etc.:

GFR, Central Civil Services Rules, Drugs & Cosmetics Act, 1940 and Rules there under and any other rules which are applicable for Central Govt. Institution.

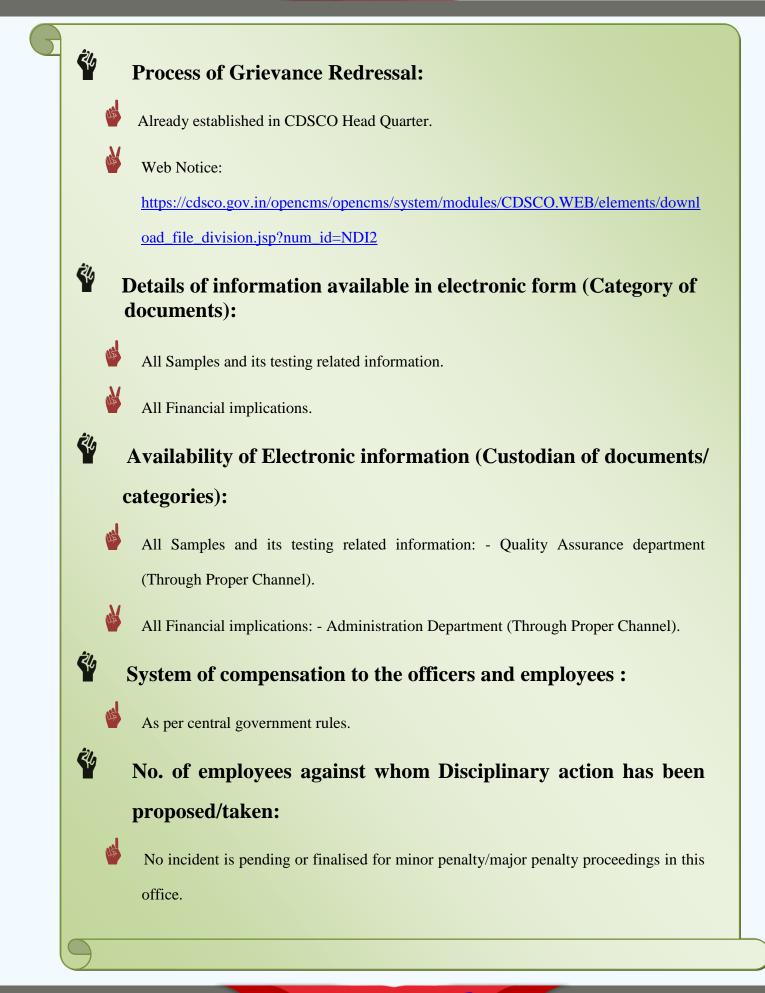
Norms/ standards for functions/ service delivery:

As per Drugs & Cosmetics Act, 1940 and Rules there under and ISO/IEC 17025:2005 and any other rules which are applicable for Central Govt. Institution.

Time-limit for achieving the targets:

As per the provision of Drugs & Cosmetics Act, 1940 and Rules there under and any other rules which are applicable are for Central Govt. Institution.







Directory of Officers and Employees with Work Allocation

Dr. Debasis Maiti

Director In Charge, Senior Scientific Officer (Grade-II)

EMAIL: rdtlchd@cdsco.nic.in

TEL: 0172-2688239

Education:

M. Sc., MBA, PhD.

Duties & Responsibilities:

- Total responsibility of microbiology department; planning, supervision and guidance to the technical staff, preparation of technical specifications of instruments to be procured, calibration and maintenance of instruments with clean room environments, documentation, guiding in SOP preparation and review it, Environment monitoring, etc.
- Responsibility for guiding the technical staff.
- Administrative activities in absence of Director.
- Guide SSA & JSA'S in their technical work.
- Guiding in operation of Atomic Absorption Spectroscopy.
- Responsibilities of Central Public Information Officer.
- Responsibilities of DDO.
- Responsibilities of store officer.

- Responsibilities of a Chairman of purchase committee in RDTL for purchasing of stationary, chemicals, glassware, instruments and other items required for various instruments installed in RDTL, Chandigarh.
- Reviewing the AMC/CMC work of instruments installed at RDTL.
- Given training to the newly joined staff and to the old staff for initiating and Standardizing new method or technique of analysis.
- Performing the functionalities of Programme Division module for on line payment through Public Financial Management System (PFMS).
- Performing the functions, as assigned by the Director from time to time.





Directory of Officers and Employees with Work Allocation []

Sh. Hitesh Kumar Khare

Senior Scientific Officer (Grade-II)

EMAIL: rdtlchd@cdsco.nic.in

TEL: 0172-2688239

Education:

M. Sc (Biochemistry), AIC (Chemistry).

Duties & Responsibilities:

- Managing testing of Samples for chemistry and instrumentation section.
- Operation and maintenance of GLC.
- Sunctionalities of buyer for Procurement through GEM.
- Responsibilities as a member of Purchase Committee.
- Any other duties assigned by Director/ head of the Laboratory from time to time.



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Sh. Ashok Kumar Sharma

Senior Scientific Assistant

EMAIL: rdtlchd@cdsco.nic.in

TEL: 0172-2688239

Education:

B. Sc, AIC (Chemistry).

Duties & Responsibilities:

- Analysis of water and drugs samples.
- Operation of TOC.
- Supervision of Bench Chemist for HPTLC.
- Review of Raw Data & Test reports.
- Responsibilities as a member of Purchase Committee.
- Any other duties assigned by Director/Head of the Laboratory from time to time.



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Ms. Harpreet Kaur Saini

Accountant (On Deputation)

EMAIL: rdtlchd@cdsco.nic.in

TEL: 0172-2688239

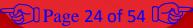
Education:

B.Com (H), M.Com, MBA (Executive).

Duties & Responsibilities:

- Solution Total responsibility of Accounts and Administration Department.
- Responsibilities as a member of Purchase Committee.
- Responsibility of maintaining the Service records of all the employees of RDTL.
- Performing the functions on Public Financial Management System (PFMS); an online portal for making payment.
- Preparation of Salary, DA, Bonus and other bills (Contingency Bills, T.A. Bills, Medical Bills) both manually and online on PFMS portal.
- Responsibility of taking timely action on various reports prepared on monthly and quarterly basis as sent by Headquarter Office and Ministry.
- Responsibility of taking timely action on time bound matters- i.e. Rajya Sabha Questions, Lok Sabha Questions, Monthly Court Cases reports etc.

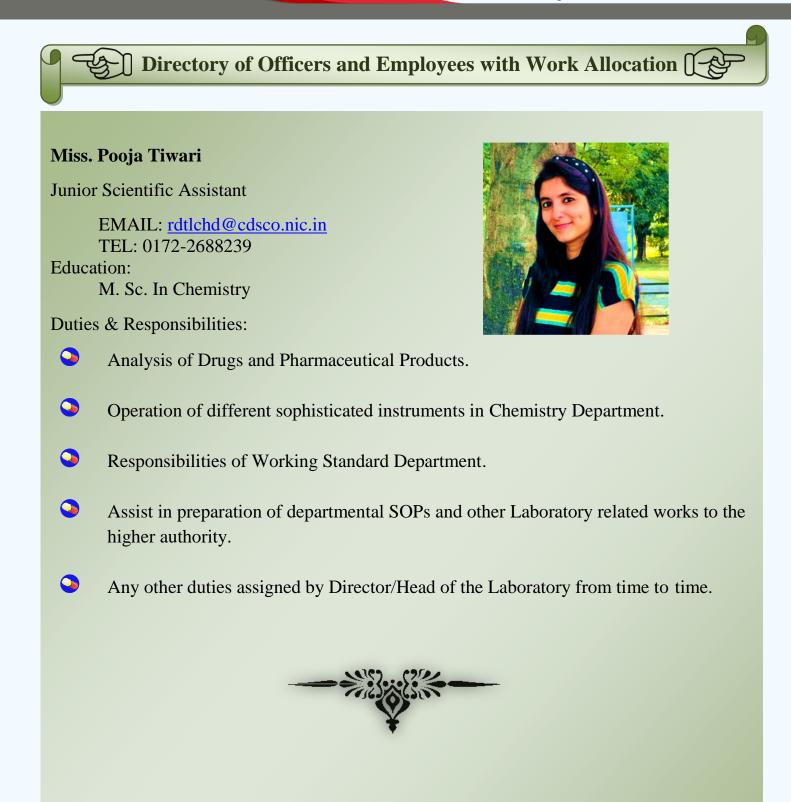


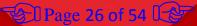




- Solution Internal Calibration of instruments and Glassware.
- Assist in preparation of departmental SOPs and other Laboratory related works to the higher authority.
- Any other duties assigned by Director/Head of the Laboratory from time to time.









Dr. Amit Kumar

Junior Scientific Assistant

EMAIL: rdtlchd@cdsco.nic.in

TEL: 0172-2688239

Education:

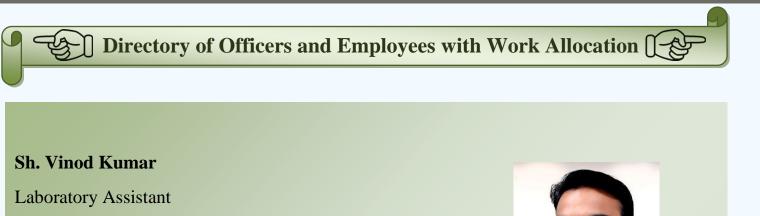
M. Sc, PhD.

Duties & Responsibilities:

Official is on deputation NACWC, Cabinet Secretariat, Rashtrapati Bhavan, New Delhi.







EMAIL: rdtlchd@cdsco.nic.in

TEL: 0172-2688239

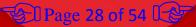
Education:

B. Sc, AIC (Chemistry).

Duties & Responsibilities:

- Calibration and maintenance of laboratory Glassware's.
- To assist Senior Scientific Assistant and Junior Scientific Assistant in Analysis of Drug and Pharmaceuticals products.
- Supervise the work of housekeeping along with environmental monitoring.
- Any other duties assigned by Director/Head of the Laboratory from time to time.
- After reviewing of Samples, sample entry in LIMS Software.
- Handling and solution of LIMS Software.
- Solution To ensure the Quality Assurance related work in the laboratory.







Sh. Upender

Laboratory Assistant

EMAIL: rdtlchd@cdsco.nic.in

TEL: 0172-2688239

Education:

M. Sc (Chemistry).

Duties & Responsibilities:

- Calibration and maintenance of laboratory Glassware's.
- To assist Senior Scientific Assistant and Junior Scientific Assistant in Analysis of Drug and Pharmaceuticals products.
- Supervise the work of housekeeping along with environmental monitoring.
- Any other duties assigned by Director/Head of the Laboratory from time to time.
- Maintenance of IPRS & WRS Section.
- To issue & maintain records of Library books.



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Sh. Major Singh

Laboratory Attendant

EMAIL: rdtlchd@cdsco.nic.in

TEL: 0172-2688239

Education:

10+2.

Duties & Responsibilities:

- Solution Washing and maintenance of glassware.
- Maintenance of laboratory equipment.
- To maintain laboratory section and instruments neat and clean.
- Any other duties assigned by Director/head of the Laboratory from time to time.
- Since items.
- Archival of Control samples after testing.









Smt. Chetna Yadav

Laboratory Attendant

EMAIL: rdtlchd@cdsco.nic.in

TEL: 0172-2688239

Education:

M. Sc. (Chemistry), B.Ed



Duties & Responsibilities:

- Solution Washing and maintenance of glassware.
- Maintenance of laboratory equipment.
- To maintain laboratory section and instruments neat and clean.
- Solution Issuing of Working standard and maintenance of record in Working Standard Department.
- Any other duties assigned by Director/head of the Laboratory from time to time.



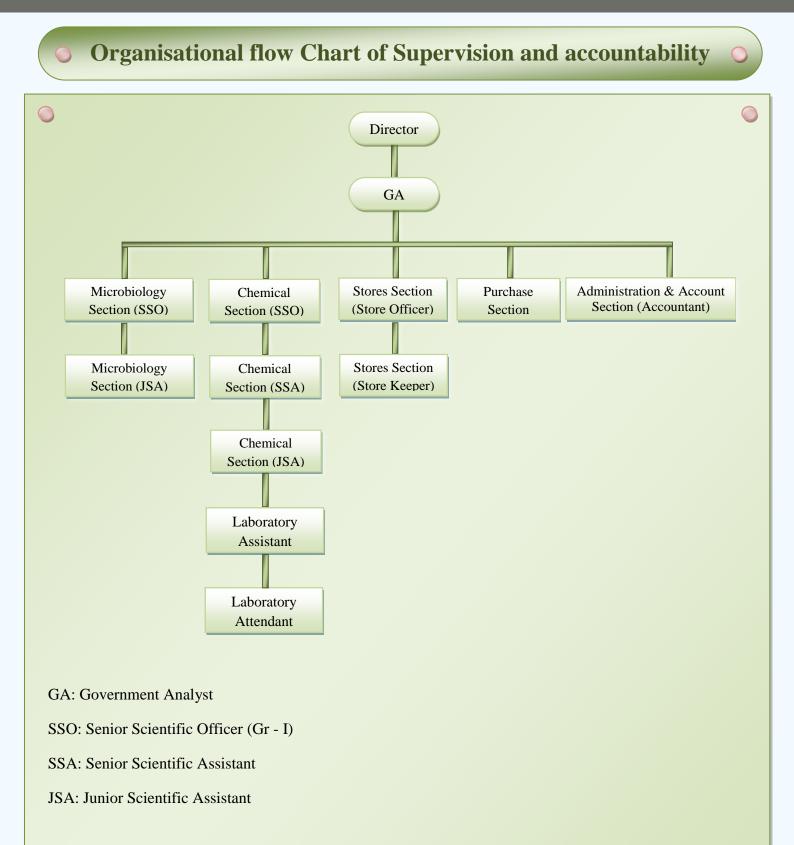
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-]] Employees with Gross Monthly remuneration

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Sl. No.	Name	Designation	Mobile/ Telephone No	Email ID	Pay Level
1	Dr. Debasis Maiti	Senior Scientific Officer Gr.II	0172-2688239 Ext No. 230	rdtlchd@cdsco.nic.in	10
2	Sh. Hitesh Kumar Khare	Senior Scientific Officer Gr.II	0172-2688239 Ext No. 221	rdtlchd@cdsco.nic.in	10
3	Sh. Ashok Kumar Sharma	Junior Scientific Assistant	0172-2688239 Ext No. 220	rdtlchd@cdsco.nic.in	7
4	Dr. Amit Kumar	Junior Scientific Assistant	Official is on deputation NACWC, Cabinet Secretariat, Rashtrapati Bhavan, New Delhi on dated :		
5	Sh. Chinnarao Pinisetti	Junior Scientific Assistant	0172-2688239	rdtlchd@cdsco.nic.in	6
6	Miss. Pooja Tiwari	Junior Scientific Assistant	0172-2688239	rdtlchd@cdsco.nic.in	6
7.	Harpreet Kaur	Accountant	0172-2688239	rdtlchd@cdsco.nic.in	6
8	Sh. Vinod Kumar	Laboratory Assistant	0172-2688239 Ext No. 113	rdtlchd@cdsco.nic.in	3
9	Sh. Upender	Laboratory Assistant	0172-2688239 Ext No. 232	rdtlchd@cdsco.nic.in	3
10	Sh. Major Singh	Laboratory Attendant	0172-2688239 Ext No. 109	rdtlchd@cdsco.nic.in	1
11	Smt. Chetna Yadav	Laboratory Attendant	0172-2688239 Ext No. 109	rdtlchd@cdsco.nic.in	1

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Decision Making Process

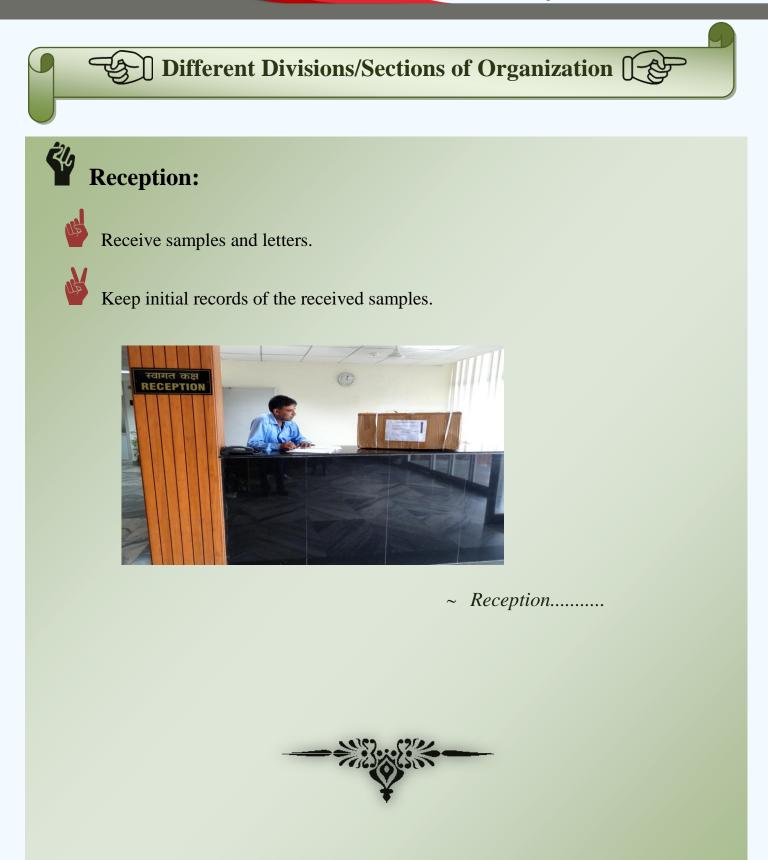
All procedures in decision making including channels of supervision and accountability are being followed as per Govt. of India Rules/norms (Central Civil Services rules, Financial Rules, Rules of business, Standing orders of Govt., manuals of Instructions) and as far as possible, decisions are taken with Ministry of Health and Family Welfare. Director has the sole responsibility to take the final decision in administrative matter whereas the GA has the sole responsibility to take the final decision in sample testing issues.



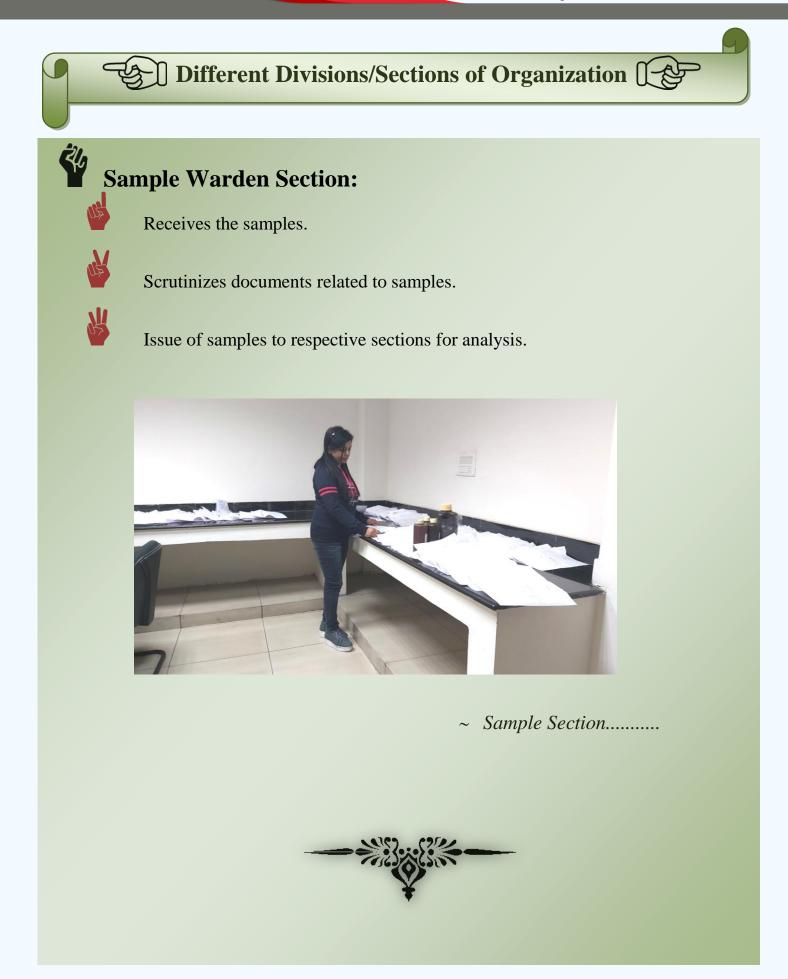
Details of Directors

Sl. No.	Name	Designation	Time Period
1.	Dr. Surinder Singh	Director in Charge	17.05.2007 to 09.04.2008
2.	Dr. Arun Bhardwaj	Director in Charge	16.05.2008 to 02.08.2009
3.	Dr. Ram Avtar Singh	Director	03.08.2009 to 30.06.2022.
4.	Dr. Debasis Maiti	Director in Charge	01.07.2022 to till date





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] Different Divisions/Sections of Organization

Remnant Sample Section:

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Receive residual samples after testing the drug/ pharmaceutical/ cosmetic in the laboratory.

Storing of residual samples systematically in proper order as per sample registration number.

Storing the test reports systematically in proper order as per sample no.



~ Control Sample Section.....







Reference / Working Standard Section:

Storing primary and secondary standards in proper condition and issuing according to the requirements.



Preparation of internal working standards.



Re - standardization of the working standards.



~ Reference Standard Section......





Chemistry Laboratory:

Contains the facilities for preparation of samples for all types of experiments.



Facilities for Titrimetric Quantifications.



Facilities for Chemical Identifications.





~ Chemistry Laboratory.....



Different Divisions/Sections of Organization

Microbiology Laboratory:



Controlled through HVAC system.

Separate Clean room facility for sterility test, microbial limit test and microbiological assay.



Compartmentalized media preparation, decontamination and washing facilities.

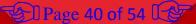
Separate facility for Liquid particle counting and Bacterial Endotoxin Test.





~ Microbiology Laboratory.....





Different Divisions/Sections of Organization

Cosmetics laboratory / Medical laboratory:

This section is well equipped with a number of instruments used in cosmetic testing as per BIS specifications. The following instruments/apparatuses are available in this section;

- Pay off Measuring Instrument.
- Drying Time Measuring Instrument.
- Automatic Scratch Tester.
- Sreaking Load Test Apparatus.
- Adhesion Test Apparatus.
- Foam Height Measuring Apparatus.



~ Cosmetics Testing Laboratory.....



]] Different Divisions/Sections of Organization

Quality Assurance Section:



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Maintains records of Quality Management system.

Organizes inter laboratory comparisons and issue of documents for effective implementation of ISO/IEC17025:2005, Integrated Management System and Good Laboratory Practice.

Issue Test methods or specification in case of patent and proprietary samples.



~ Quality Assurance Section......





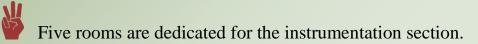
Instrumentation Section:



Separate rooms for HPLC, Polarimeter, AAS, GC, HPTLC, KF titrator, water purification system and fume hood.



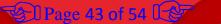
Chemical storage unit is placed in fume hood area where flammable, corrosive, harmful and toxic chemicals are stored after segregation.







~ Instrumentation Section.....



Different Divisions/Sections of Organization

Administrative /Accounts Section:



Deals for pay and allowances of the staff, payments of the vendors and other service provider.



H

Preparation of budget estimate and expenditure for the financial year, correspondence with Headquarters office for various sanctions/approvals.

Looks after the recruitment rules, maintenance of Service Books, leave records and personal files, pay fixation, increments and APARs (Annual Performance Appraisal Reports) of the employees.



Purchase of chemicals, stationery, glassware and other items raised by the store section.



Admin/Accounts Section.....



Different Divisions/Sections of Organization

Store Section:



Maintains stock of stationary items and chemicals, glassware and other items relating to office work and laboratory respectively.



Generate requisition for the purchase of appropriate items useful to the laboratory.



Separate storage for flammable and inflammable chemicals to prevent hazards.



~ Store Section.....





Library & Information Section:



Equipped with reference books.



Latest journals, monthly bulletins and new arrivals (books) in the Pharma Industry are purchased to keep the staff updated with the chronicles of the Pharma Sector.



~ Library & Information Section.....



Different Divisions/Sections of Organization

Conference Hall:

US

Seminar Hall with sitting capacity of 50 and equipped with latest audio visual facilities.

U\$

Regular internal monthly meetings and seminars are conducted to motivate the staff and the vision is turned into action.



~ Conference Hall.....



Number of Tested Samples

Sr. No.	Year	Total Number of Samples Tested			Total Number of Samples Failed		
		Legal	Survey	Total	Legal	Survey	Total
1	2014-15	816	922	1738	50	11	61
2	2015-16	487	5756	6243	28	167	195
3	2016-17	1352	900	2252	47	18	65
4	2017-18	2088	2641	4729	104	34	138
5	2018-19	2217	1828	4045	122	29	151
6.	2019-20	2132	1372	3504	118	20	138
7.	2020-21	1129	1206	2335	107	11	118
8.	2021-22	1374	1685	3059	109	25	134



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🔄 🛛 Achievements 🛛 🚭

Renovation and up gradation of Laboratory (2010 - 2016).

Development of Microbiology Laboratory.

Survey Samples:

With the additional staff and sophisticated equipments, the laboratory is able to discharge its responsibilities of testing of samples in a more effective and efficient manner in the shortest period. The laboratory participated in the testing of Drug Samples received (about 6000) through NIB and National Drug Survey to identify Spurious and Not of Standard Quality drugs moving in Indian Market.

Swachhata Pakhwada - 2019 was organised at Regional Drugs Testing Laboratory, Chandigarh from 1st to 15th April, 2019.

The works are done in this mission are as follows;

- Cleaning of gutters outside building.
- Scleaning of gutters inside building.
- Cleaning of gutters of all glass windows of the building.
- Cleaning of urinals in the toilets and toilet seats of the all building.
- Removal of unwanted materials lying in the rooms, corridors and under stair cases.
- Cleaning of wall spots & scatting on the outer walls of the building.
- Removal and cleaning of any unwanted materials/discarded material lying on the roof top and balconies.
- Removal and cleaning of any material lying outside the covered area of the building.
- Cleaning of all dustbins and make them dry.





POSTER FIXING IN RDTL, CHANDIGARH.





Activities in Swachhta Pakhwada Celebration.....





Participation in Yoga Day celebration:

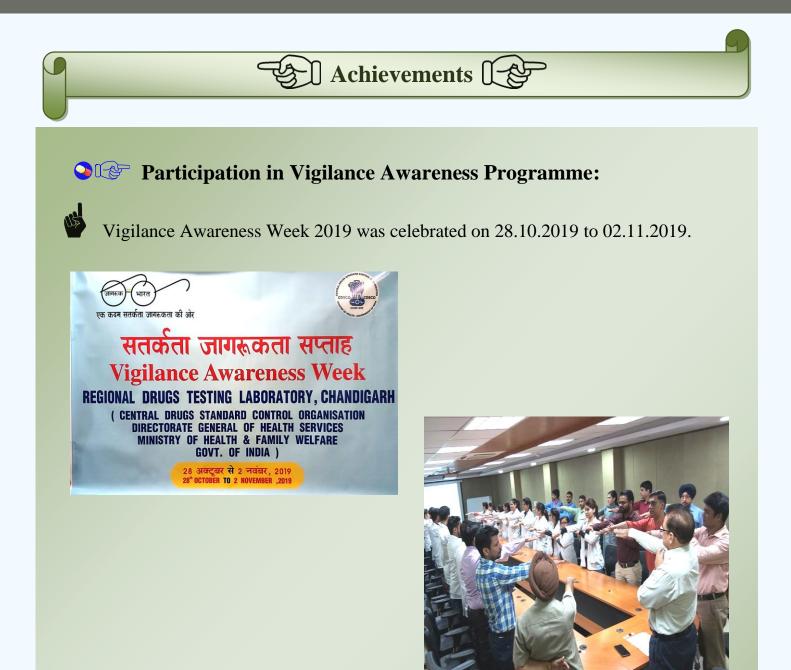
International Yoga Day was first celebrated in the year of 2018 and after that it is being celebrated in every year. Sh. R. K. Chugh, yoga Expert visited RDTL Chandigarh and delivered lecture on benefits of yoga to health and briefed on Pranayams, Mudras and Physical Exercises relating to different body organs both in the year of 2018 and 2019. The physical exercises were also performed by the staff in the open space of ground floor under the guidance of Sh. R.K chugh.



Activities on Yoga Day celebration

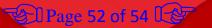






- Activities in Vigilance Awareness Programme







Organization of Vaccination camp for Covid - 19 Precautionary dose:



Covid Vaccination
Amrit Mahotsav









