



अखिल भारतीय आयुर्विज्ञान संस्थान (एम्स) कल्याणी

All India Institute of Medical Sciences (AIIMS) Kalyani

(स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार के तत्वावधान में एक सांविधिक निकाय)

(A Statutory Body under the Aegis of Ministry of Health and Family Welfare, GOI)

राष्ट्रीयराजमार्ग- 34, बसन्तपुर, सागूना, कल्याणी, ज़िला - नदिया, पश्चिमबंगाल - 741245

NH-34 Connector, Basantapur, Saguna, Kalyani, District Nadia, West Bengal 741245

No ADMIN/ESTT/96/2024-ADMIN / (E-205)

Office Order

In supersession of Order No. AIIMS/Kalyani/2025/ED Sectt/900 dated 13.10.2025, the following officials of this Institute are hereby appointed as Nodal Officer, Member, Member Secretary, Central Public Information Officer (CPIO), First Appellate Authority, and Transparency Officer to discharge functions as mandated under the Right to Information Act, 2005:

RTI Cell:

Dr. Tummidi Santosh - Nodal Officer

Dr. Arghya Das - Member

Shri Kaushik Mandal, Assistant Administrative Officer - Member Secretary

CPIOs/FAAs

Subject matter of RTI	CPIO	FAA
Establishment, General Administration, Recruitment of Faculty, Non-Faculty, Outsourcing/Contractual Engagement etc	Administrative Officer	Deputy Director, Administration
Finance, Accounts, Annual Accounts, Audit, Salary, Claim Settlement, Settlement of Bills etc	Accounts Officer	Financial Adviser
All Hospital related matters	Dr. Vishnu Sunil, Assistant Medical Superintendent	Medical Superintendent
All Academic Related matters including appointment and service matters of JR, SRs etc.	Registrar/ Ex-Officio Registrar, AIIMS Kalyani	Dean, Academics
All Research and Research Section Related matters	Associate Dean, Research	Dean, Research
All Examination Related matters of Students	Associate Dean, Examination	Dean, Examination
All Procurement and Store Related matters	Dr. Shiv Sekhar Chatterjee, Co-FIC Procurement	FIC, Procurement
All IT Related matters	Dr. Vikash Karamchand Dagar, Member Secretary, IT Cell	FIC, IT Cell
All Engineering related matters including horticulture, SPT, WTP, HVAC etc.	Shri Rampratap Verma, Executive Engineer	Deputy Director, Administration

Nursing College related matters	Dr. Poonam Joshi, Principal, College of Nursing	Dean, Academics
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Transparency Officer: Dr. Venkatesh J, Assistant Professor, Dept. of Forensic Medicine and Toxicology, AIIMS Kalyani.

**(Prof. (Dr) Arvind Sinha)
Executive Director
AIIMS Kalyani**

Copy to: -

- 1. Deputy Director (Administration), AIIMS Kalyani.**
- 2. Financial Advisor (I/C), AIIMS Kalyani.**
- 3. Medical Superintendent, AIIMS Kalyani.**
- 4. Registrar, AIIMS Kalyani.**
- 5. Employees Concerned.**
- 6. Nodal Officer for creation of ID of the above-mentioned officials on RTI MIS Portal.**
- 7. IT Cell for Update of Website.**