

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF FOOD SAFETY**

8th FLOOR, MAYUR BHAWAN, CONNAUGHT PLACE, NEW DELHI – 110001

F. No. /DoFS/1012/4/2016/Admn./2272-73

Dated: 27/7/26

OFFICE ORDER

The Department of Food Safety has established a state-of-the-art **Microbiology Laboratory** at the Food Laboratory, A-20, Lawrence Road Industrial Area, Delhi, with financial assistance from the Government of India under the National Food Safety Strengthening Scheme. The Laboratory was inaugurated by the **Hon'ble Prime Minister of India** as part of the national initiative to strengthen food testing infrastructure across the country.

The Microbiology Laboratory is equipped with advanced analytical instruments and is intended to significantly enhance the microbiological testing capacity of the Department, thereby facilitating effective implementation of the provisions of the Food Safety and Standards Act, 2006 and ensuring timely analysis of food samples.

However, despite the establishment of the Laboratory, the facility is yet to be made fully operational. It is, therefore, considered necessary to designate a senior officer to coordinate, supervise and oversee all activities relating to its operationalisation, maintenance and management.

Accordingly, in pursuance of the approval of the Competent Authority, **Dr. Shrikant R. Tapdiya**, Department of Food Safety, is hereby designated as the **Responsible Officer** for the operationalisation of the Microbiology Laboratory with immediate effect and until further orders.

He shall, inter alia, be responsible for:

1. Preparing and implementing a comprehensive action plan for making the Microbiology Laboratory fully operational at the earliest.
2. Coordinating with the Food Laboratory, FSSAI, Government of India, PWD, vendors, service providers and other concerned agencies for installation, commissioning, calibration, validation, maintenance and annual servicing of laboratory equipment, wherever required.
3. Initiating and coordinating the timely procurement of laboratory gases, chemicals, culture media, reagents, consumables, reference materials, glassware and all other items necessary for the effective functioning of the Microbiology Laboratory, in accordance with the applicable rules and procedures.
4. Ensuring compliance with all statutory, technical, biosafety, quality assurance and accreditation requirements necessary for commencement and continued conduct of microbiological testing.

5. Being responsible and accountable for the proper upkeep, maintenance, safe custody, efficient functioning and optimum utilisation of the Microbiology Laboratory, including all equipment, instruments and associated infrastructure installed therein.
6. Reviewing the progress of operationalisation and laboratory functioning on a regular basis and submitting periodic status reports to the Commissioner (Food Safety).
7. Performing such other functions and discharging such responsibilities as may be assigned by the Commissioner (Food Safety) from time to time for the effective operationalisation, management and functioning of the Microbiology Laboratory.

All officers/officials of the Department and the Food Laboratory shall extend necessary cooperation and provide ~~all~~ requisite assistance to Dr. Shrikant R. Tapdiya in the discharge of the above responsibilities.

This issues with the prior approval of the Competent Authority.



(Sumit Sharma)

AD (IT)/ Head of Office

Copy to:

1. Dr. Shrikant R. Tapdiya, Department of Food Safety, GNCT of Delhi.
2. PS to Commissioner (Food Safety), Department of Food Safety, GNCT of Delhi.
3. Notified Food Analyst/In-charge, Food Laboratory, Department of Food Safety, GNCT of Delhi.
4. Guard File.