

**Department of Food Safety
Government of NCT of Delhi
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No. F.6/PA/CFS/2015/ 6052-57

Dated: 05/10/15

Minutes of the Review meeting of All officers/Designated Officers/Food Safety Officer/Field Assistants held on 30.09.2015 at 10.00 AM under the chairmanship of Commissioner Food Safety, Govt. of N.C.T. of Delhi

A Review meeting of All officers/Designated Officers/Food Safety Officers/Field Assistants was held on 30.09.2015 at 10.00 AM under the chairmanship of Commissioner Food Safety. List of the participants is enclosed.

1. Commissioner(FS) directed that based on past performance, the bench mark target for the failed samples should be maintained at 33% of the total samples FSO's performance will be assessed by Commr.(FS) on the basis of the percentage of the failed samples lifted and further timely follow up action for prosecution..

Action : All Dos/FSOs

2. Commr.(FS) apprised that mid term targets should be fixed by all officers for their individual performance from the period 1.10.2015 to 31.3.2016. She also explained that Annual Performance Appraisal will be done on the basis of objective-targets fixed by them vis-à-vis their achievements.

Action: All Sr. Officers/Dos/FSOs

3. As per directions of Hon'ble CM , Commr.(FS) directed that details of court cases pending in Supreme Court, High Court and Session Court be submitted as per the format given by CM office without delay.

Action: DO(HQ)/DO(Pros.)

4. On receiving complaints from the FSOs that the Deptt. is losing many appeal cases in the Food Safety Tribunal, Commr.(FS) directed Admn.Officer to call Mr. Negi, on Monday afternoon i.e. 5.10.15. alongwith details of cases settled in the Tribunal ever since his posting in this Deptt. and give proper reasoning for lost cases. He may also bring with him details of appeal cases presently pending in the tribunal and their status.

Action: Admn.Officer

5. It has been desired by CFS that all senior officers and Do(s) must attend ^{6th} programme of FSSAI on 6.10.2015 in which Mr. Pracha will be the resource person Chief Guest to guide on various legal issues.

Action: DC/AO/All Dos/Food Analyst

6. All Dos were directed by CFS to explain the number of licenses/reg. Pending with them. The data given by them is as follows:

Sl.No.	Name of DO	Pendency of Licenses/registration
01.	Sh.Suniti Kr. Gupta	Licenses issued: 2520 Pending: 157 Regn.:issued: 6602 Pending: 159 (12 days)
02.	Mr. Virender Singh Mann	Licenses pending 46 Regn.pending 2
03.	Dr.PM Kothekar	Licensing 2 pending Regn. : Nil
04/	Mr.N.N. Sharma	Licenses: 36 pending Regn. Pending 10

7. On the issue of shortage of staff, CFS desired to post the stenographers available in the deptt. with Designated Officers who need the staff urgently.

Action: Admn.Officer

8. Commr.(FS) also desired to prepare a general pool of Data Entry Operators consisting of 5-6 DEOs will function and any officer can utilize their services at any time.

Action: Admn.Officer

9. A file regarding tender for issuing food testing kit be moved immediately by the Food Analyst so that the test kits can be procured quickly and distributed.

Action: Food Analyst

10. With regard to the problem faced by FSOs during investigation involving large business houses, the Commr.(FS) suggested to all that in cases involving central licenses, they can view the details by using the CFS ID and password.

Action: All concerned

11. Asstt. Programmer has been directed by CFS to start an internal mailing group on goggle including all officers so that everybody can communicate through e-mail faster.

Action System Analyst/Astt, Programmer

12. CFS desired that a proposal be moved by the DO(HQ) for framing a policy to stick labels on the packing of products which are packed in transparent packets by the whole sellers mentioning at least the minimum required data such as the mfg. date, packing date and expiry date and the 100 % pure contents in the pack.

Action: DO(HQ)

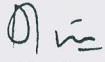
13. Sh.DV Singh and some other FSOs have complained about the false complaints filled by some miscreants in a habitual manner. CFS directed not to entertain habitual litigants.

Action: All concerned

14. Commr.(FS) desired to start the online module of TR for which System Analyst has been directed to start this after consulting the FA and Accounts Officer.

Action: AAO/Food Analyst

The Meeting ended with a Vote of Thanks .


(B.P. Mishra)
Administrative Officer(FS)

No. F.6/PA/Commr. (FS)/2015/ 6052 - 57

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Copy forwarded to:-

1. Deputy Commissioner(Food Safety)
2. Administrative Officer (Food Safety)
3. All Branch Incharges/All Designated Officers/Food Safety Officers/Field Assistants, Deptt. of Food Safety
4. Chief Public Prosecutor, Patiala House Court, New Delhi
5. System Analyst with the request to upload this order on the website of the department.
6. Guard file

Encl. As above.