



Right To Information Act 2005

RTI Portal: <https://rtionline.gov.in>

Mandatory disclosures under Clause 4(1)(b) of the Right to Information Act, 2005:

<p>1.1</p>	<p>The particulars of its organization, functions and duties;</p> <p>(i) Name and address of the organisation</p> <p>(ii) Head of the organisation</p> <p>(iii) Vision, Mission and Key objectives</p> <p>(iv) Function and Duties</p> <p>(v) Organisation Chart</p> <p>(vi) Any other details-the genesis, inception, formation of the department and the HODs from time to time as well the committees/commissions constituted from time to time have been dealt</p>	<p><b>Fluid Control Research Institute</b>, (under Ministry of Heavy Industries, Govt. of India) Kanjikode West, Palakkad 678 623 Kerala</p> <p>Dr M SURESH, Director-in-charge, FCRI.</p> <p>Please see <b>Annexure A</b></p> <p><b>The main activities of FCRI :</b></p> <p>Carry out sponsored Research &amp; Development projects for the industry Government of India / National and International agencies.</p> <p>Provides facilities towards technological developments to the flow product industries and serves as a National certifying Authority and Quality &amp; Reliability evaluation facility.</p> <p>Testing/Calibration of Flow Devices such a Control Valves, Flow Meters</p> <p>Imparting Training for both Indian &amp; Foreign nationals in the area of Flow measurement &amp; control techniques</p> <p>Carry out various Research Projects for Defence, Oil &amp; Gas Sector Industry, Power Sector, Shipping industry, and other sectors.</p> <p>As per <b>ANNEXURE B</b> attached</p> <p>The Institute was dedicated to the nation by the then, Honourable President of India Shri. R. Venkataraman on April 18th, 1989. FCRI was initially accredited to NCTCF and has been accredited by NABL, ever since the introduction of Laboratory accreditation system in the country. The flow laboratories are accredited for both calibration and testing of flowmeters and all flow elements in water, oil and air media. The accreditation has been done on the basis of compliance to NABL criteria which re</p>
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		<p>based on ISO IEC 17025. The laboratories accredited by NABL automatically get the approval from the Asia Pacific Laboratory Accreditation Cooperation (APLAC) and International Laboratory accreditation Cooperation (ILAC). The flow laboratories at FCRI are at par with similar laboratories in Europe/USA as have been proved through inter laboratory comparison programs. Institute was registered under Societies registration Act XXI of 1860 on 16.7.1987. The Institute started with a couple of Liquid and Gas Flow laboratories setup with technical expertise from renowned experts in the domain from other International Laboratories. It has grown to more than 12 different laboratories catering to test / calibration in flow and related parameters.</p> <p>The Heads of Institute at various times are listed as below:</p> <table border="1" data-bbox="842 831 1465 1216"> <thead> <tr> <th>S.No</th> <th>Name</th> <th>Period of Service</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Dr. V. Balakrishna Panicker</td> <td>1987 – 1990</td> </tr> <tr> <td>2</td> <td>Shri. M. S. Konnur</td> <td>1990 – 2005</td> </tr> <tr> <td>3</td> <td>Cmde. (Retd) S Saseendran</td> <td>2005 – 2012</td> </tr> <tr> <td>4</td> <td>Shri. Jainendra Kumar</td> <td>2012</td> </tr> <tr> <td>5</td> <td>Dr. Jacob Chandapillai</td> <td>2012 – 2020</td> </tr> <tr> <td>6</td> <td>Shri. G. Sundaravadivel</td> <td>2020 - 2022</td> </tr> <tr> <td>7</td> <td>Dr. S. Rammohan</td> <td>2023 - 2024</td> </tr> <tr> <td>8</td> <td>Dr. M. Suresh</td> <td>2024 – till date</td> </tr> </tbody> </table> <p>The Committee constituted by the Govt. of India at the time of formation of society is attached as <b>Annexure E</b>.</p>	S.No	Name	Period of Service	1	Dr. V. Balakrishna Panicker	1987 – 1990	2	Shri. M. S. Konnur	1990 – 2005	3	Cmde. (Retd) S Saseendran	2005 – 2012	4	Shri. Jainendra Kumar	2012	5	Dr. Jacob Chandapillai	2012 – 2020	6	Shri. G. Sundaravadivel	2020 - 2022	7	Dr. S. Rammohan	2023 - 2024	8	Dr. M. Suresh	2024 – till date
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1.2	<p>The powers and duties of its officers and employees;</p> <p>i) Powers and duties of officers (administrative, financial and judicial)</p> <p>ii) Power and duties of other employees</p> <p>iii) Rules/orders under which powers are delivered and Exercised</p>	<p>i) The activities of the Institute are managed / controlled by the Governing Council, constituted by the Government. The day-to-day activities are managed by Director FCRI, who is the Chief Executive Officer of the Institute. The activities of Institute are grouped into major divisions as per the functional Organisational chart of Institute (<b>ANNEXURE – B</b>).</p> <p>ii) The respective Head of Department (HOD) of each laboratory / department is responsible for complete technical activities at the Laboratory. All HODs are reporting to Director. All other employees report to the HoDs of respective departments and are assigned duties.</p> <p>iii) The powers of Director are delivered as per Memorandum of Association of the Institute and delegated by the Governing Council. The FCRI staff rules, 1990 are followed for exercising the powers.</p> <p>The delegations of powers to officers are</p>																											

	iv) Work Allocation	approved by FCRI GC/ Director. Director FCRI is responsible for any change in work allocation of Officers at FCRI. iv) <a href="#">Click here</a> for Work Allocation
1.3	<p>The procedure followed in the decision making process, including channels of supervision and accountability;</p> <p>i) Process of decision-making identity key decision-making points.</p> <p>ii) Final decision-making authority</p> <p>iii) Related provisions, acts, rules etc.</p> <p>iv) Time limit for taking a decision, if any</p> <p>v) Channel of supervision and accountability.</p>	<p>i) Refer Annexure C. The affairs of Institute are administered by the Governing Council constituted by Govt. of India, Ministry of Heavy Industries. The Governing Council consists of Chairman and Members nominated by the Government with representatives from leading academic Institutions and Industry bodies. The activities of the Institute are administered, directed and controlled in accordance with the Rules &amp; Regulations of the Institute. The following are authorities of the Institute:</p> <ul style="list-style-type: none"> <li>- Governing Council</li> <li>- Chairman of the Governing Council</li> <li>- Director</li> </ul> <p>ii) Final decision-making authority is the Governing Council. The Director is the Principal Executive of the Institute.</p> <p>iii) The powers &amp; Functions of the above authorities are as specified in the <a href="#">Memorandum of Association (MOA)</a>.</p> <p>iv) HOD Level Decisions - 3 to 5 working days Director Level Decisions – 7 to 10 working days Governing Council Decisions – 3 months</p> <p>v) Functional duties, Channels of supervision, accountability are as per the Organisational chart as at Annexure – B</p>
1.4	<p>The norms set by it for the discharge of its functions;</p> <p>(i) Nature of functions/services offered</p> <p>(ii) Norms/Standards for functions / service delivery</p> <p>(iii) Process for which these services can be accessed</p> <p>(iv) Time-limit for achieving the targets</p>	<p>(i) The major functions/services include Research and Development in the spectrum of flow measurement and control, Carry out various Research Projects for Defence, Oil &amp; Gas Sector Industry, Power Sector, etc. To undertake design, production, testing, calibration and evaluation of prototypes of fluid control elements and systems, to promote technical co-operation in the field of flow measurement and control with developing countries, undertake joint projects, providing technical assistance in establishment of Research institutions dealing with fluid control and fluid dynamics.</p> <p>(ii) Functions / services are as per ISO / IEC / AGA / API / BIS / OIML standards. FCRI is accredited as per ISO-17025 norms by NABL for testing / calibration services.</p> <p>(iii) Customer care department liaison with the FCRI customers. Details of how to get Calibration / Testing done at FCRI is given <a href="#">here</a></p> <p>(iv) Time limit for completion of testing / calibration / scientific services is dependent of the nature of services / testing scope. Submission of Quote – 1 to 3 days</p>

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	(v) Process of redress of grievances	<p>Work Execution – 1 – 5 days as per schedule  Issue of Report – 1 – 10 days after work execution</p> <p>Customer Care department may be contacted for feedback on services / redressal of grievances related to FCRI services.</p>										
1.5	<p>The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions;</p> <p>i) Title and nature of the record/manual/instruction  ii) List of Rules, regulations, instructions manuals and records.  iii) Acts/Rules manuals etc.  iv) Transfer policy and transfer orders</p>	<p>FCRI has formulated rules for conduct of business in the organization.</p> <p>(i) Major guiding documents for regular employees are as listed below :</p> <ul style="list-style-type: none"> <li>• Memorandum of Association</li> <li>• FCRI Staff Rules, 1990</li> <li>• FCRI Gratuity Rules &amp; FCRI CPF Rules</li> <li>• FCRI Recruitment &amp; Promotion Policy</li> <li>• Purchase policy Manual</li> </ul> <p>(ii) The Institute is following pay and allowance as per seventh CPC recommendations of Central Government as adopted by GC and as such, the Institute follows FRSR, Pay fixation Rules, for regulating the pay &amp; allowances of its regular employees. Further, the Institute also follows LTC Rules, CCS Medical Attendance Rules, CCS Leave Rules, Quarter Allotment Rules/ Guidelines, HBA Rules for regulating service conditions of its regular employees on these matters to the extent they are applicable as approved by FCRI GC.</p> <p>(iii) As in (ii) above</p> <p>(iv) Being a small single-location organisation, there is no transfer policy. Employees as part of reallocation of duties may be transferred between departments based on functional needs / exigencies.</p>										
1.6	<p>Categories of documents that are held by it or under its control</p> <p>i) Categories of documents</p> <p>ii) Custodian of documents/categories.</p>	<p>i) Organisation holds technical and quality documents regarding operations of the organization. Quality and Technical Managers are responsible for complete quality/technical requirements at the laboratories. The respective HODs of Finance and Administration are the custodian of documents in their respective domain files. The Personnel files are held in Directors office.</p> <p>ii) The various kinds of documents held are as below:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Document</th> <th>Custodian</th> </tr> </thead> <tbody> <tr> <td>Quality Manual</td> <td>Quality Manager</td> </tr> <tr> <td>Purchase Manual</td> <td>Head Purchase</td> </tr> <tr> <td>Annual Reports</td> <td>Head Finance</td> </tr> <tr> <td>Training Calendar</td> <td>Head Training</td> </tr> </tbody> </table>	Document	Custodian	Quality Manual	Quality Manager	Purchase Manual	Head Purchase	Annual Reports	Head Finance	Training Calendar	Head Training
Document	Custodian											
Quality Manual	Quality Manager											
Purchase Manual	Head Purchase											
Annual Reports	Head Finance											
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1.7	A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the	<p>i) Governing Council  <a href="#">List of Committees</a></p> <p>ii) As per Annexure C</p> <p>iii) From:</p> <p>iv) Tenure: Two years</p> <p>v) Governing Council is the highest policy making</p>										

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	<p>minutes of such meetings are accessible for public.</p> <p>i) Name of Boards, Council, Committee etc.</p> <p>ii) Composition</p> <p>iii) Dates from which constituted</p> <p>iv) Term/Tenure</p> <p>v) Powers and functions</p> <p>vi) Whether their meetings are open to public</p> <p>vii) Whether the minutes of the meetings are open to public</p> <p>viii) Place where the minutes if open to the public is available.</p>	<p>body of the Institute and the decisions taken by the GC is subject to Govt. approval and are implemented for functioning and administering activities of the Institute</p> <p>vi) Meetings of GC are not open to public</p> <p>vii) The minutes are not accessible to public.</p> <p>viii) Not Applicable</p>
1.8	<p>Directory of its officers and employees;</p> <p>i) Name and designation</p> <p>ii) Telephone, Fax and Email ID</p>	<p>Directory of officers and employees attached-Annexure D.</p>
1.9	<p>Monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations;</p> <p>i) List of employees with Gross monthly remuneration</p> <p>ii) System of compensation as provided in its regulations</p>	<p>i) Refer Annexure D for details on Pay Level of employees. The gross monthly remuneration is as per 7th Central Pay Commission.</p> <p>ii) System of compensation is as per 7th Central Pay Commission.</p>
1.10	<p>Name, designation and other particulars of public information officers (Section 4(1)(b) (xvi) Name and designation of the Central public information officer (CPIO), Assistant Public Information(s) &amp; Appellate Authority</p>	<p>Central Public Information Officer (CPIO): Mr. U Muthukumar, CRE First Appellate Authority: Dr. M .Suresh, DD &amp; Director-in-charge, FCRI PIO Email ID is given <a href="#">here</a></p>
1.11	<p>No. of employees against whom Disciplinary action has been proposed/taken</p> <p>No. of employees against whom disciplinary action has been</p> <p>i) Pending for Minor penalty or major penalty proceedings.</p> <p>ii) Finalized for minor penalty or major penalty proceedings</p>	<p>0</p> <p>0</p> <p>0</p>
1.12	<p>Programmes to advance understanding of RTI</p> <p>i) Educational programmes</p> <p>ii) Efforts to encourage public authority to participate in these programmes</p> <p>iii) Training in CPIO/APIO</p> <p>iv) Update &amp; publish guidelines on RTI by the Public Authorities concerned</p>	<p>i) <a href="#">RTI Knowledge Portal of Kerala Govt</a></p> <p>ii) <a href="#">Click here for details</a></p> <p>iii) <a href="#">Click here for details</a></p> <p>iv) <a href="#">Click here for details</a></p>
1.13	<p>Transfer policy and transfer orders</p>	<p>Being a small single-location organisation, there is no specific policy regarding transfer to other offices in India. However, Employees as part of reallocation of duties may be transferred between departments based on functional needs / exigencies. In case of exigencies or works requiring stationing of employees at any other locations (anywhere in India), the same is undertaken.</p>
2.1	<p>Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. (Section 4(1)(b)(xi))</p> <p>i) Total budget for the public authority</p>	<p>Annual Reports are available <a href="#">here</a></p> <p>i) Plan/Non-Plan Grant-in-Aid under the Budget has been discontinued by the</p>

	<ul style="list-style-type: none"> <li>ii) Budget for each agency and plan &amp; programmes</li> <li>iii) Proposed expenditures</li> <li>iv) Revised budget for each agency if any</li> <li>v) Report on disbursements made and place where the related reports are available</li> <li>vi) List of Tenders &amp; orders</li> </ul>	<p>Government of India. Requirements met from internal resources of FCRI</p> <ul style="list-style-type: none"> <li>ii) NIL</li> <li>iii) About Rs 16 Crores</li> <li>iv) NIL</li> <li>v) Annual report available <a href="#">here</a></li> <li>vi) <a href="#">List of Tenders &amp; orders</a></li> </ul>
2.2	<p>Foreign and Domestic Tours</p> <p>2.2.1 Budget</p> <p>2.2.2 Foreign and domestic Tours by Ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the department</p> <ul style="list-style-type: none"> <li>a) places visited</li> <li>b) The period of visit</li> <li>c) The number of members in official delegation</li> <li>d) Expenditure on the visit</li> </ul> <p>2.2.3 Information related to procurements</p> <ul style="list-style-type: none"> <li>a) Notice/tender enquiries, and corrigenda if any thereon</li> <li>b) Details of the bids awarded comprising the names of suppliers of goods/services being procured.</li> <li>c) The works contracts concluded – in any such combination of the above-and</li> <li>d) Their rate/rates and the total amount at which such procurement or works contract is to be executed.</li> </ul>	<p>2.2.1 No Specific Budget for 2025-26.</p> <p>2.2.2 No official foreign visit has been undertaken by FCRI officers in 2025-26</p> <ul style="list-style-type: none"> <li>a) Officers of FCRI visited New Delhi / Chennai / Bengaluru / etc as part of official duties.</li> <li>b) Typically 1-3 days per visit depending on purpose.</li> <li>c) 1-3 days per visit depending on purpose.</li> <li>d) TA/DA on tour as applicable</li> </ul> <p>2.2.3</p> <ul style="list-style-type: none"> <li>a) <a href="#">Tenders</a></li> <li>b), c), d) The details of procurements are as below: <a href="#">GeM portal</a> <a href="#">CPP portal</a></li> </ul>
2.3	<p>Manner of execution of subsidy programme (section 4(i)(b)(xii))</p> <ul style="list-style-type: none"> <li>i) Name of the programme activity</li> <li>ii) objective of the programme</li> <li>iii) ) procedure to avail benefits</li> <li>iv) Duration of the programme/scheme</li> <li>v) Physical and financial targets of the programme</li> <li>vi) Nature/scale of subsidy/amount allotted</li> <li>vii) gibility criteria for grant of subsidy</li> <li>viii) Details of beneficiaries of subsidy programme (number, profile etc.)</li> </ul>	<p>Not Applicable.</p> <p>As FCRI is not carrying out any subsidy programmes, the information is not applicable.</p>
2.4	<p>Discretionary and non-discretionary grants (F.No.1/6/2011-IR dt. 15.4.2013)</p> <ul style="list-style-type: none"> <li>i) Discretionary and non-discretionary grants/allocations to State Govt/NGOS/other institutions</li> <li>ii) ) Annual Accounts of all legal entities who are provided grants by public authorities.</li> </ul>	<ul style="list-style-type: none"> <li>i. Not Applicable.</li> <li>ii. No Govt. grant is available for giving grants to other institutions /NGOS and hence it is not relevant.</li> </ul>
2.5	<p>Particulars of recipients of concessions, permits of authorizations granted by the public</p>	<p>Not Applicable. No concessions or subsidies programmes are operational at the Institute</p>

	<p>authority (section 4(1)(b)(xiii) i) Concessions, permits or authorizations granted by public authority ii) For each concessions, permit or authorisation granted a) Eligibility criteria b) Procedure for getting the concession/grant and or permits of authorizations c) Name and address of recipients given concessions/permits or authorisations d) Data of award of concessions/permits of authorisations</p>	<p>i. No concessions/permits of authorizations granted by the public authority.  ii. Not Applicable. No concessions/permits or authorizations given to anybody.</p>
2.6	<p>CAG &amp; PAC paras (F.No. 1/6/2011-IR dt. 15.4.2013) CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both hours of the parliament.</p>	<p>No CAG Paras or PAC paras are outstanding against FCRI</p>
3.1	<p>Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formation of policy or implementation thereof (section 4(1)(b)(vii)] (F No.1/6/2011-IR dt. 15.4.2013] Arrangement for consultations with or representation by the members of the public i) Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens. ii) ) Arrangements for consultation with or representation by a) Members of the public in policy formulation/policy implementation b) Day &amp; time allotted for visitors c) Contact details of Information &amp; facilitation Counter to provide publications frequently sought by RTI Applicants</p>	<p>FCRI activities do not necessitate consultation with or representation by members of the public in relation to formulation or implementation of its policies. FCRI is a scientific Technical services provider and caters to Industry sectors.  FCRI activities are customer specific and the activities are done commercial in confidence.</p>
	<p>Public –Private partnerships (PPP) iii. Details of special purpose vehicle (SPV), if any iv. Detailed project reports (DPRs) v. Concession agreements. vi. Operation and maintenance manuals vii. Other documents generated as part of the implementation of the PPP. viii. Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government ix. Information relating to outputs and outcomes x. The process of the selection of private sector party (concessionaire</p>	<p>Not Applicable. All Testing /Calibration activities are commercial in confidence.</p>

	<p>etc.)</p> <p>xi. All payments made under the PPP project</p>	
3.2	<p>Are the details of policies/decisions which affect public, informed to them (section 4(1)(c)] Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive:</p> <p>i) Policy decisions/legislations taken in the previous one year</p> <p>ii) Outline the arrangement for consultation before formulation of policy</p> <p>iii) Outline the arrangement for consultation before formulation of policy.</p>	Not Applicable.
3.3	<p>Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)] Use of the most effective means of communication</p> <p>(i) Internet (website)</p>	Web portal
3.4	<p>Form of accessibility of information manual/handbook [Section 4(1)(b)] Information manual/handbook available in</p> <p>i) Electronic format</p> <p>ii) Printed format</p>	<p>Brochures of all Laboratories, Annual Training Calendar and Annual Report, Bimonthly bulletin, videos, etc.</p> <p><a href="http://www.fcricriindia.com/">http://www.fcricriindia.com/</a></p> <p><a href="http://www.fcricriindia.com/about-fcricri/vision-mission">http://www.fcricriindia.com/about-fcricri/vision-mission</a></p> <p><a href="http://www.fcricriindia.com/training-calendar/">http://www.fcricriindia.com/training-calendar/</a></p> <p><a href="http://www.fcricriindia.com/career/">http://www.fcricriindia.com/career/</a></p> <p><a href="http://www.fcricriindia.com/publications-2/">http://www.fcricriindia.com/publications-2/</a></p> <p><a href="#">FCRI-E-Brochure</a></p> <p>Only Electronic formats.</p>
3.5	<p>Whether information manual/hand book available free of cost or not List of materials available</p> <p>i) Free of cost</p> <p>ii) At a reasonable cost of the medium</p>	<p>Yes, all information materials cited here are available free of cost</p> <p>i) Yes. All Brochures / Manual cited here.</p> <p>ii) No priced publications / handbooks</p>
4.1	<p>Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]</p> <p>i) Hindi</p> <p>ii) English</p> <p>iii) Vernacular/Local Language</p>	<p>i) Website content has option for Hindi version.</p> <p>ii) All publications are in English</p> <p>ii) No publications in local language.</p>
4.2	<p>When was the information Manual/Handbook last updated? [F No. 1/6/2011-IR dt 15.4.2013] Last date of annual updation</p>	<p>Last updated version of Printed Brochures is 2017. No further printed versions have been published as part of Go Green efforts. Information on FCRI Website is updated periodically.</p>
4.3	<p>Information available in electronic form [Section 4(1)(b)(xiv)]</p> <p>i) Details of information available in electronic form.</p> <p>ii) Name/title of the document/record/other information</p> <p>iii) Location where available.</p>	<p>FCRI website for all Technical information on facilities.</p> <p>i) FCRI Brochure</p> <p>ii) "A Resource for Industry"</p> <p>iii) <a href="#">FCRI-E-Brochure</a></p>

4.4	<p>Particulars of facilities available in citizen for obtaining information [Section 4(1)(b)(xv)]</p> <ul style="list-style-type: none"> <li>i) Name &amp; location of the facility</li> <li>ii) Details of information made available</li> <li>iii) Working hours of facility</li> <li>iv) Contact person &amp; contact details (phone, fax email)</li> </ul>	<p>FCRI Brochure About FCRI 09.00Am to 05.30PM/ Working days Head: Customer Care +91-491-2566120/2569010, Fax: 491-2566326 <a href="mailto:customercare@fcriindia.com">customercare@fcriindia.com</a></p>
4.5	<p>Such other information as may be prescribed under section 4(i)(b)(xviii)</p> <ul style="list-style-type: none"> <li>i) Grievance redressed mechanism</li> <li>ii) List of completed schemes/ projects/ Programmes</li> <li>iii) List of schemes/ projects/ programme underway</li> <li>iv) Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract</li> <li>v) Annual Report</li> <li>vi) Frequently Asked Question (FAQs)</li> <li>vii) Any other information such as <ul style="list-style-type: none"> <li>a) Citizen's Charter</li> <li>b) Result Framework Document (RFD)</li> <li>c) Six monthly reports on the Performance against the benchmarks set in the citizens charter.</li> </ul> </li> </ul>	<p>FCRI has Open Door Policy for redressal of employee grievances. Regular employees may report to Controlling Officer / Director FCRI.</p> <ul style="list-style-type: none"> <li>i) Details can be found at the Public grievance Tab <a href="#">here</a></li> <li>ii) Details in <a href="#">FCRI Annual Report</a></li> <li>iii) No public schemes / programmes during 2023-24. Facility upgradation under Capital Goods Sector (Phase 2) through Ministry approval is ongoing. Details in <a href="#">FCRI Annual Report</a></li> <li>iv) The details of procurements are as below: <ul style="list-style-type: none"> <li><a href="#">GeM portal</a></li> <li><a href="#">CPP portal</a></li> </ul> </li> <li>v) <a href="#">Annual Report</a></li> </ul> <p>Labour Supply Contract M/s Pobo Services Period: 1 year (2025-26)</p> <ol style="list-style-type: none"> <li>1. <a href="#">How to get Calibration/testing done at FCRI</a></li> <li>2. <a href="#">FAQ on Water meters</a></li> <li>3. <a href="#">Service Request, Bank Details</a></li> </ol> <p><a href="#">Document</a> <a href="#">RFD Document</a> Submitted as and when required</p>
4.6	<p>Receipt &amp; Disposal of RTI applications &amp; appeals [F.No 1/6/2011-IR dt. 15.04.2013]</p> <ul style="list-style-type: none"> <li>i) Details of applications received and disposed</li> <li>ii) Details of appeals received and orders issued.</li> </ul>	<p><a href="#">RTI Requests and Answers</a></p>
4.7	<p>Replies to questions asked in the parliament (section 4(i)(d)(2))</p>	<p><a href="#">Replies to Questions</a></p>
5.1	<p>Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]</p> <ul style="list-style-type: none"> <li>(i) Name &amp; details of <ul style="list-style-type: none"> <li>(a) Current CPIOs &amp; FAAs</li> <li>(b) Earlier CPIO &amp; FAAs from 1.1.2015</li> </ul> </li> </ul>	<p>NOT APPLICABLE</p> <p>Current CPIO &amp; FAA: CPIO: Mr. U Muthukumar, CRE. FAA: Dr. M .Suresh, Director(I/C) Earlier CPIO &amp; FAA 2023 -2024: (since 09 Feb 2023) CPIO: Dr. M .Suresh, Deputy Director FAA: Dr. S. Rammohan, Director(I/C) 01 Dec 2022 onwards:</p>

*Right to Information: Disclosures*

	<p>(ii) Details of third party audit of voluntary disclosure</p> <p style="padding-left: 20px;">(a) Dates of audit carried out</p> <p style="padding-left: 20px;">(b) Report of the audit carried out</p> <p>(iii) Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD</p> <p style="padding-left: 20px;">(a) Date of appointment</p> <p style="padding-left: 20px;">(b) Name &amp; Designation of the officers</p> <p>(iv) Consultancy committee of key stakeholders for advice on suo-motu disclosure</p> <p style="padding-left: 20px;">(a) Dates from which constituted</p> <p style="padding-left: 20px;">(b) Name &amp; Designation of the officers</p> <p>(v) Committee of CPIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI</p> <p style="padding-left: 20px;">(a) Dates from which constituted</p> <p style="padding-left: 20px;">(b) Name &amp; Designation of the Officers</p>	<p>CPIO: Dr. M .Suresh, Deputy Director FAA: Order on appointment of Director awaited)*</p> <p>CPIO &amp; FAA: 2021-2022 (until 30 Nov 2022) CPIO: Dr. M .Suresh, Deputy Director</p> <p>FAA: Mr. G. Sundaravadivel, Director(I/C) CPIO &amp; FAA: 2020-2021</p> <p>CPIO: P K Suresh, Deputy Director</p> <p>FAA: Mr. G. Sundaravadivel, Director (I/C)</p> <p>CPIO &amp; FAA: 2019-2020</p> <p>CPIO: Mr. G. Sundaravadivel, Dy Director FAA: Dr. Jacob Chandapillai, Director CPIO &amp; FAA: 2017-2019</p> <p>CPIO: Mr. P Surendran, Dy Director FAA: Dr. Jacob Chandapillai, Director</p> <p>a. Audited dates: 06 to 12 June 2025</p> <p>b. <a href="#">Audit Report</a></p> <p>11.12.2024</p> <p>1. Shri. U. Muthukumar, CRE</p> <p>2. Shri. K.Suresh, CRE</p> <p>3. Shri. Madhu Nair, PO</p> <p>Not Constituted</p> <p>03 June 2024</p> <p>a. Mr. Sunilkumar, Transparency Officer</p> <p>b. Mr. U. Muthukumar, CPIO</p> <p>c. Dr. M. Suresh, FAA</p>
6.1	(i) Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	<ol style="list-style-type: none"> <li>1. <a href="#">How to get Calibration/testing done at FCRI</a></li> <li>2. <a href="#">FAQ on Water meters</a></li> <li>3. <a href="#">Service Request, Bank Details</a></li> <li>4. <a href="#">RTI Requests and Answers</a></li> <li>5. <a href="#">FCRI Annual Report</a></li> </ol>
6.2	<p>Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Publ</p> <ol style="list-style-type: none"> <li>1. Whether STQC certification obtained and its validity.</li> <li>2. Does the website show the certificate on the website.</li> </ol>	<p>No. STQC Certification not obtained.</p> <p>No.</p>

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## **ANNEXURE A**

### **Vision Statement**

**To be a globally recognized, technical and socio-eco-friendly organization that provides world class value added services to its customers**

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### **Mission**

**To Provide world-class high quality value added services by**

- Surpassing our customer expectation at most competitive price employing state of the art technology facilities.
- Complying with globally accepted standards and practices.
- Promoting the global acceptance and competitiveness of its services with annual growth rate of 20%.
- Increasing awareness and facilitating knowledge transfer of flow fraternity worldwide.
- Pursuing consistent organizational and technical excellence and striving relentlessly, to continuously improve ourselves, our teams, our services and products.
- Ensuring aesthetic and performance enhancing working environment.
- Enhancing safety and health of all employees by tending to zero incidents/accidents.
- Being part in various means and ways within our framework for matters and causes of social relevance and public welfare.

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### **KEY OBJECTIVES**

#### **A)Development of Fluid Control Systems**

- To build up expertise and capabilities relating to measurement and control of flow of fluids.
- To standardise and unify fluid control and measuring elements and systems.
- To standardise and codify techniques of measurement of different types of fluids.
- To undertake the design, production, testing and evaluation of proto-types of fluid control elements and systems.
- To promote technical co-operation in the field of flow measurement and control with developing countries.
- To enter into arrangement with competent foreign agencies and institutions with the approval of the Government of India, for exchange of scientists, to organise study tours and undertaking joint projects, providing technical assistance in establishment of Research Institutions dealing with fluid control and fluid dynamics.
- To provide assistance and support to the flow products industry in the large, medium and small scale sectors in design, testing, evaluation and training.

#### **B)Fluid Control Elements Research**

- To conduct basic and applied research in the design of Fluid Control/conditioning equipment's and to optimise design and production cost.
- To do research in to the behaviour of above elements in the various process media under different operating conditions.
- To do research in hydraulic/electrical/electronic/pneumatic actuating systems used for above elements.
- To develop material systems, to combat problems of cavitation, flashing etc. in fluid flow elements.

- To provide adequate facilities for testing and to undertake certification of fluid control elements.
- To develop FCRI over a period of time as a centre of research offering facilities for post-graduate/Doctorate studies on fluid dynamics and allied fields through joint programmes with Universities.
- To work for the development of National Standards on flow measurements.

C)Development of Human Resources and Training

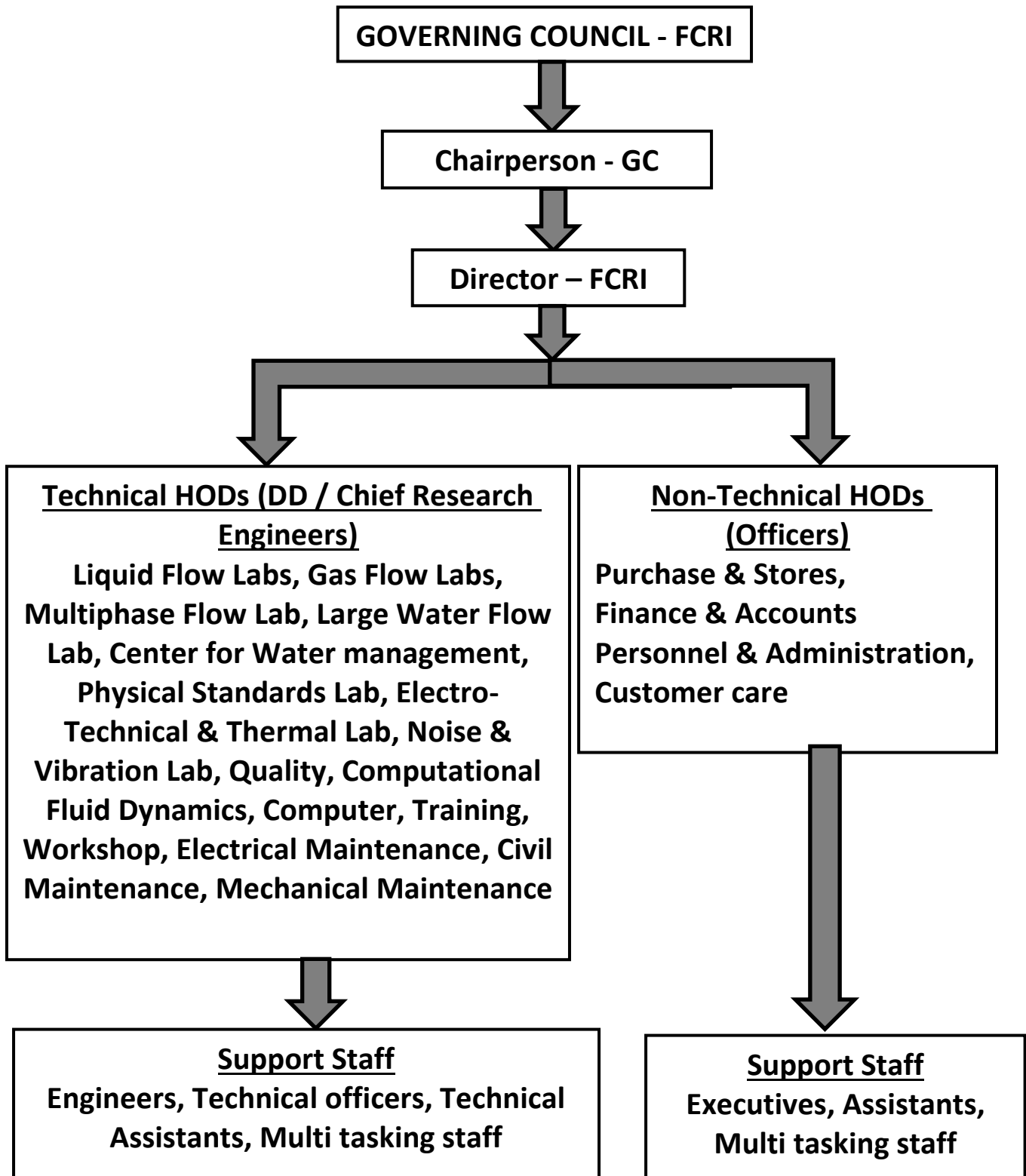
- To develop/train manpower, for fluid products industry.
- Human resources development in the design, manufacture, calibration/testing and evaluation of fluid control elements.
- To train students in the academic Institutions/research through interaction with Universities.
- To train the manpower in the flow products industry from the developing countries especially in the South Asian regions.

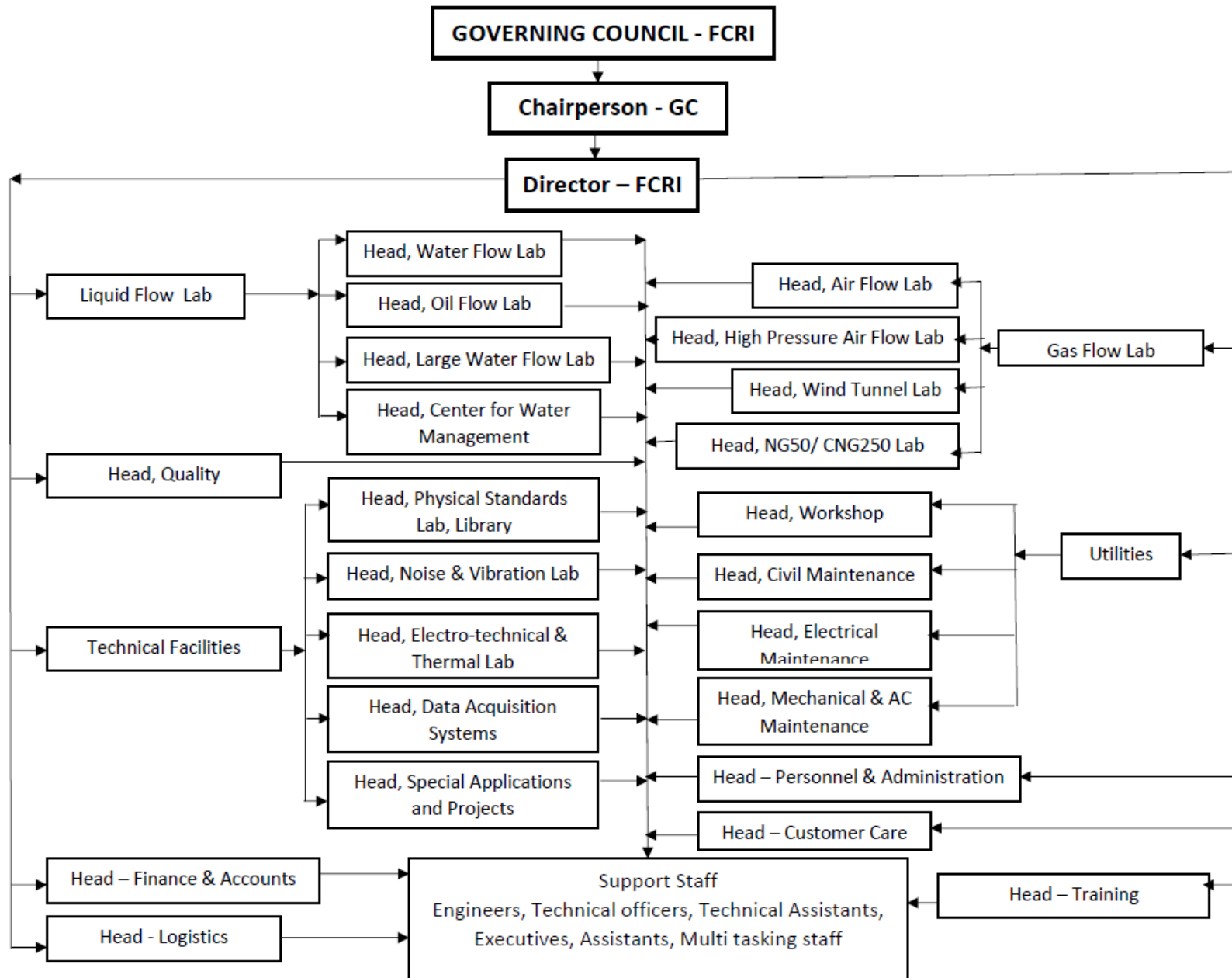
D)Information and Documentation:

- To undertake documentation on fluid control/conditioning equipment and related literature including patents.
- To undertake dissemination of technical information.
- To undertake collection of all statistics, technical data and other information relating to the fluid control devices trade or industry and/ or other trades and allied industries.
- To channelize the fruits of the research for commercial exploitation by other industries.
- To organise seminars/conferences/exhibitions and /or to arrange for participation in such activities and similar matters of interest to the industry.
- To establish liaison with similar Research institutes, standards Institutes, Educational Institutions in India and abroad.
- To act as a recommendatory body to identify the technological gaps relating to the technology of fluid control elements and allied equipment.
- To assist Indian Standards Institution/other National bodies appointed by Government of India for certification of flow products.

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**ANNEXURE B**  
**FLUID CONTROL RESEARCH INSTITUTE**  
**ORGANISATION CHART**





**Annexure C**

**LIST OF GOVERNING COUNCIL (GC) MEMBERS**

<b>Name &amp; Address</b>
Dr. Renuka Mishra, (Chairperson) Economic Adviser, Ministry of Heavy Industries, Udyog Bhawan, New Delhi -110 011
Mr. Rajesh Kumar B, Director, Ministry of Heavy Industries, Udyog Bhawan, New Delhi -110 011
Mr. Madan Pal Singh, Director (IFW), Ministry of Heavy Industries, Udyog Bhawan, New Delhi -110011
Prof. Gopal Naik, Jal Jeevan Mission Chair Professor, Indian Institute of Management, Bengaluru - 560076. Karnataka.
Prof. Prashant Salwan, Professor of Strategy and International Business, Indian Institute of Management, Indore – 453556, Madhya Pradesh
Dr. C. Anandharamakrishnan, Director, CSIR-National Institute for Interdisciplinary Science and Technology (CSIR- NIIST), Thiruvananthapuram – 695019, Kerala
Shri. J. Satish Kumar Rao, Managing Director, CMR Infrastructure Pvt. Ltd. Indore – 452016, Madhya Pradesh
Shri. Saurabh Sangla, Managing Director, Adroit Industries Ltd., Indore, Madhya Pradesh.
Mr. T.Ravi, Chairman & Managing Director, Instrumentation Limited, Palakkad - 678 623
Dr. M Suresh, Director-in-charge FCRI (Member Secretary, GC) Fluid Control Research Institute, Palakkad - 678 623

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**Annexure D**

**DETAILS OF PAY LEVEL, INTERNAL TELEPHONE NUMBER OF EMPLOYEES**

<b>Sl. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Pay Level</b>	<b>Internal Telephone</b>
1	Dr. M. Suresh	Deputy Director & Director-in-charge	13	501
2	Mr. U. Muthukumar	Chief Research Engineer	12	181
3	Mr. Suresh. K	Chief Research Engineer	12	159
4	Mr. Suresh. C. B	Chief Research Engineer	12	151
5	Mr. S. Manikandan	Chief Research Engineer	12	154
6	Dr. Tamil Chandran. A.	Chief Research Engineer	12	205
7	Mr. Sunil Kumar	Chief Finance & Accounts Officer	12	135
8	Mrs. Dhanya. M. P	Chief Research Engineer	12	202
9	Mr. Gopan. C. K	Chief Research Engineer	12	251
10	Mr. Unnikrishnan. P. N	Senior Research Engineer	11	302
11	Mr. Madhu Nair	Personnel Officer	10	110
12	Mr. Sunny. T. O	Research Engineer	10	183
13	Mr. Bhakthavalsalan. B	Senior Executive (Accounts)	8	134
14	Mr. Manoj. C. S	Senior Executive (Admin.)	8	180
15	Mr. Agikumar. S	Senior Technical Assistant	7	210
16	Mr. Sudevan. P	Senior Technical Assistant	7	132
17	Mr. Biju. Methallur	Technical Assistant	6	137
18	Mrs. S. Jeeja	Technical Assistant	6	201
19	Mr. Krishna Prasad. P. S.	Executive Assistant (Accounts)	6	134
20	Mr. Jithesh. K. G	Executive Assistant (Admin)	6	112
21	Mr. Krishnakumar. V.	Multi-Tasking Staff Grade IV	5	301
22	Mr. Suresh. M	Multi-Tasking Staff Grade IV	5	301
23	Mrs. Madhavi	Multi-Tasking Staff Grade IV	5	500
24	Mr. Bijoy. K. C	Assistant (Admin.)	4	401
25	Mr. Vinod. N	Multi-Tasking Staff Grade III	4	358
26	Mrs. Jyothi. C. R.	Multi-Tasking Staff Grade III	4	111

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**ANNEXURE E****List of Members formed by Govt.of India at the time of forming the Society  
under the Societies Registration Act 21 of 1860**

Sl. No	Name	Designation	Address
1	Shri K. Vasudevan	Chairman and National Project Director	Chairman-cum-Managing Director, Instrumentation Ltd., Kota, Rajasthan
2	Mrs. Lizzie Jacob	Member	Director, Dept. of Public Enterprises, Ministry of Industry, New Delhi
3	Dr. Ram K. Iyengar	Member	Addl. Director, General, CSIR, Rafi Marg, New Delhi
4	Mr. D. D. Sharma	Member	Deputy Secretary, Internal Finance Wing, Ministry of Industry, Udyog Bhawan, New Delhi
5	Mr. K. K. Taneja	Member	Industrial Advisor (Engg.) DGTD, Udyog Bhawan, New Delhi
6	Mr. Raj K. Gupta	Member	Chief Executive, Audco India Ltd., Madras-600 089
7	Mr. R. G. Kini	Member	Addl. General Manager, Instrumentation Ltd., Palghat
8	Dr. V. B. Panicker	Member	Joint Director, Fluid Control Research Institute, Palghat
9	Prof. S. Soundaranayagam	Member	Professor, Indian Institute of Science, Bangalore.

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