



**OPCW**

**Executive Council**

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Ninety-Third Session  
10 – 13 March 2020

EC-93/S/2  
22 January 2020  
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**NOTE BY THE TECHNICAL SECRETARIAT**

**NOMINATION FOR MEMBERSHIP  
OF THE ADVISORY BODY ON ADMINISTRATIVE AND FINANCIAL MATTERS**

Pursuant to the amended Rules of Procedure of the Advisory Body on Administrative and Financial Matters (ABAF) (Annex 2 to ABAF-27/1, dated 3 September 2009 and Corr.1, dated 15 October 2009), annexed to this Note is the nomination of Mr Pankaj Agarwal of India as a candidate for the ABAF, replacing Mr Shri Giridhar Aramane.

Annexes (English only):

- Annex 1: Note Verbale from the Permanent Representation of the Republic of India to the OPCW
- Annex 2: Curriculum Vitae of Candidate



**Annex 1**

**NOTE VERBALE FROM THE PERMANENT REPRESENTATION  
OF THE REPUBLIC OF INDIA TO THE OPCW**



**EMBASSY OF INDIA**

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**No. HAG/POL/2541/03/2019**

**January 3, 2020**

The Permanent Representation of the Republic of India to the Organization for the Prohibition of Chemical Weapons (OPCW) presents its compliments to the Technical Secretariat of the OPCW and has the honour to nominate Mr. Pankaj Agarwal as a member, for a three year term, of the Advisory Body on Administrative and Financial Matters (ABAF) of OPCW in place of Shri Giridhar Aramane for the vacancy arising from 8<sup>th</sup> January 2020. The resume of Mr. Pankaj Agarwal is enclosed.

The Technical Secretariat is requested to take necessary measures for the inclusion of this nomination in the agenda of the Executive Council.

The Permanent Representation of the Republic of India to the OPCW avails itself of this opportunity to renew to the Technical Secretariat of the OPCW the assurances of its highest consideration.

**Technical Secretariat,  
Organization for the Prohibition of Chemical Weapons  
2517 JR, The Hague**



**Annex 2**

**CURRICULUM VITAE OF CANDIDATE**

**Pankaj Agarwal**

**Profile:** Member of Indian Administrative Service with 27 years of field experience. Presently working as Joint Secretary, Government of India, Cabinet Secretariat.

**Date of Birth:** 19<sup>th</sup> November 1969 **Age** 49 Years

**Address:** D-11/3, Char Imli, Bhopal (M.P.) Pin 462016

**Email:** agarwalpankaj1969@gmail.com

**Academic Qualifications:**

Degree	Specialization	Institute / University	Year From – To	Class / %of Marks
Masters in Public Management	Policy Analysis	NUS-Harvard	2009-10	4.64 on 5 Point Scale
Master of Technology	Construction Management	IIT, Delhi	1989-1990	CGPA 9.5 on 10 Point Scale
Bachelor of Engineering	Civil Engineering	IIT, Roorkee	1985-1989	First Class First, 86.94%

**Trainings:**

Year	Topic	Institute	Duration (weeks)
2013-14	Policy Audit	National Academy of Audit and Accounts, Shimla	1
2012-13	Analysis and Management of Financial Risk	LSE Summer School, London	3
2011-12	PPP	Indian Institute of Management, Indore	1
2006-07	Basic Course on WTO	Administrative Staff College of India, Hyderabad	1
2005-06	Infrastructure Development and Financing	Indian Institute of Management, Ahmedabad	1

## **Work Experience**

### **Assistant Manager, Indian Railway Construction Company Ltd (1990-91)**

- Worked in New Bombay Project.

### **Assistant Collector (Oct. 1992-Jan. 1996)**

- Studied issues related with native tribes including 'primitive tribes' and implemented welfare schemes and assigned pattas to them of the revenue land under their cultivation since long.

### **District Collector /CEO District Panchayat (Jan. 1996- June 2003)**

- Prepared Annual Development Plan for the concerned districts. Supervised execution of various development programs and schemes of the government, viz, soil and water conservation (Watershed Development), minor irrigation, poverty alleviation, primary education, literacy, health and family welfare services.
- Made special efforts in minor irrigation, watershed development, rehabilitation of project affected persons, scarcity relief and utilization of food for work scheme in drought proofing, execution of Integrated Population and Development Project (assisted by UNFPA), and computer assisted elementary education. These efforts were highly appreciated both by the local citizens and the State Government.

### **Director Budget, Ministry of Finance, Govt. of M.P. (July 2003- Oct. 2004)**

- Participated in allocation of resources to various sectors for development.
- Shared the responsibility for maintaining smooth flow of funds to priority sectors. Developed basic understanding of state finances and development economics.
- Close association with the power sector reforms in the State.

### **Chairman & Managing Director MP East Zone Distribution Co. & Financial Advisor, MPSEB (Oct. 2004-Dec 2008, Jan 2010-July 2011)**

- Worked on loss reduction strategies and improvement in customer care with the aim to provide quality power at affordable prices.
- Introduced 24\*7 bill payment facility through ATP machines and through mp-online portal.

- Assisted in restructuring of high cost (13%-15% interest rate) overdue liabilities of almost Rs. 35 billion into long term liabilities of Rs. 24.5 billion with negotiated interest rate of 8%-9%.
- Worked on the new HR Policy modeled on corporate sector practices. Linked part of salary with performance.
- Started work on Feeder Separation
- Designed the R-APDRP contract aligning incentives for contractor with loss reduction
- Developed the Model Documents for Appointment of Franchisee

**Commissioner Treasuries and Secretary Finance (July 2011-Sept 2012),  
Principal Secretary Finance (Nov'17 to July18)**

- Moved the decentralized State Financial Management System to centralized architecture
- Focused attention on e-Payment to the extent that more than 90% expenditure is being transacted electronically
- Worked on simplification of GPF Rules and synchronization of GPF data with Accountant General
- Simplified budget allocation system
- Modified Delegation of Financial Powers to Departments to suit their current needs
- Further shifted treasury management to an Oracle based system

**Health Commissioner (Sept 2012- till April'16)**

- Assisted in launch of Free Drug Distribution and Free (Basic) Diagnostics schemes to improve access to healthcare for the common man by severely cutting their out of pocket expenditure.
- Drafted the agreement for the operation of 108 service while defining strict SLAs thereby facilitating its expansion across the state. Played key role in introduction of Advanced Life Support ambulances for the first time in the state in public sector.
- Played key role in introduction of WHO-GMP for procurement of drugs with an aim to ensure sustained quality of supplies and better public perception. This measure has survived the judicial scrutiny has substantially changed the generic pharmaceuticals sector of the state.
- Introduced standards of performance for the medical officers and staff with quantitative norms. A web based MIS has been introduced for data collection and monitoring.
- Led design and launch of District Cancer Care Program with focus on follow up chemotherapy and palliative care. This program has invited attention of

American Society of Clinical Oncologists and is being replicated in Rajasthan, Himachal, Orissa, Bihar and UP.

**Principal Secretary, Public Health Engineering (April'16 to Aug'16), Water Resources (Aug'16 to Nov'17) and Narmada Valley Dev (Jan'19 to May'19)**

- Obtained administrative sanction for rural piped water supply schemes worth Rs 15000 cr. Tied up financing with NDB and NABARD.
- Supervised execution and operation of water supply and sewerage systems during Kumbh Mela at Ujjain
- Obtained administrative sanction for new irrigation projects for Rs 14000 crore. Created new irrigation potential of almost 1.5 lakh ha CCA through ongoing projects.
- Modified the design parameters for pressurized piped irrigation.

**Principal Secretary, MSME (July'18 to Jan'19)**

- Worked on promotion of start-ups
- Implemented self-employment schemes based on CGTMSE thereby assisted banks in providing collateral free credit to eligible candidates.
- Drafted Industrial Promotion Policy with focus on promoting exports and generating employment for local youth.

**Principal Secretary Environment, (May'19 to Aug'19)**

- Dealt with grant of clearances under various Acts as Chairman of State Pollution Control Board
- Led drafting of State Environment Mission

**Joint Secretary, Cabinet Secretariat (Aug'19 onwards)**

- Assisting Cabinet Secretary on issues including Cabinet cases related to Natural Resources, Infrastructure and Welfare.