



OPCW

Executive Council

Seventy-Fifth Session
4 – 7 March 2014

EC-75/S/6
18 February 2014
Original: ENGLISH

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 Alok Vardhan Chaturvedi of India as a candidate for the ABAF, replacing Mr Subhash Chandra Garg, whose term was to expire on 24 April 2015.

Annexes (English only):

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



Annex 1

**NOTE VERBALE FROM THE DELEGATION OF INDIA TO THE
ORGANISATION FOR THE PROHIBITION OF CHEMICAL WEAPONS**



EMBASSY OF INDIA
Buitenrustweg 2
2517 KD The Hague
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No. Hag/Pol/2543/1/14

08 January 2014

The Delegation of India to the Organisation for the Prohibition of Chemical Weapons (OPCW) presents its compliments to the Technical Secretariat of the OPCW and has the honour to inform that Mr. Alok Vardhan Chaturvedi, Joint Secretary, Cabinet Secretariat, Government of India, has been nominated as expert member for Advisory Body on Administrative and Financial Affairs (ABAF) of OPCW in place of Mr. Subhash Chandra Garg, Additional Secretary, Cabinet Secretariat, Government of India. The Curriculum Vitae of Mr. Chaturvedi is enclosed.

The Delegation of India avails itself of this opportunity to renew to the Technical Secretariat of the OPCW, the assurances of its highest consideration.

Technical Secretariat of the
Organization for the Prohibition of Chemical Weapons
[Attn: Mr. Herve Glemet, Acting Head,
Budget, Planning & Control Branch]
Johan de Wittlaan 32
2517 JR The Hague



Annex 2

CURRICULUM VITAE OF CANDIDATE

CURRICULUM VITAE

NAME CHATURVEDI Alok Vardhan
PROFESSION Civil Service
Indian Administrative Service
DATE OF BIRTH 25 Sept 1959
PRESENT ASSIGNMENT Joint Secretary
Cabinet Secretariat
Govt of India
New Delhi
JOB DESCRIPTION Administration of the Cabinet Secretariat
Strategic Federal level Policy Examination and
Formulation
Examination of proposals of various Ministries for
consideration of the Federal Cabinet
CONTACT DETAILS email: alok.chaturvedi@nic.in
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Cell: +91 81305 25959
Fax: +91 11 23014720

EDUCATIONAL QUALIFICATION

Degree	Specialization	Institute	Year
MBA	Business Administration Public Policy	University of Birmingham, UK	2004
B.Tech	Electrical Engg (Computer Science)	Indian Institute of Technology, Kanpur.	1982

ASSIGNMENT/ PROJECT

POLICY FORMULATION AND ADMINISTRATION FEDERAL / CENTRAL GOVERNMENT

- 06/12-Present Joint Secretary
Cabinet Secretariat
Government of India
New Delhi
- 10/98-10/03 Director,
Ministry of Civil Aviation
Government of India
New Delhi

STATE GOVERNMENT

- 12/08-06/12 Resident Commissioner, New Delhi
- 04/08-12/08 Secretary, Information Technology
Secretary, Science and Technology
Government of Bihar
Patna

- 01/05-04/08 Secretary (Expenditure)
Finance Department
Government of Bihar
Patna
- 6/94-5/95 Joint Secretary
Urban Development Department
Government of Bihar
Patna

PUBLIC SECTOR MANAGEMENT

- 04/05-Present Managing Director (Additional Charge)
Bihar State Electronics Development Corporation
Patna
- 05/06-06/07 Managing Director (Additional Charge)
Bihar Industrial Area Development Authority
Government of Bihar
- 05/06-06/07 Managing Director (Additional Charge)
Bihar Infrastructure Development (Enabling) Authority
Government of Bihar
- 2/92-9/92 Managing Director
Bihar State Text Book Publishing Corporation
Patna
- 10/90-2/92 Managing Director
Tripura Tea Development Corporation
Agartala

REGIONAL AND LOCAL ADMINISTRATION

- 5/95-7/97 District Magistrate
Sahibganj
Bihar
- 9/92-6/94 Deputy Development Commissioner
Jehanabad
Bihar
- 7/97-10/98 Director Land Acquisition and
Controller of Examination
Engineering and Medical Entrance Examination
Government of Bihar
Patna
- 5/90-10/90 Additional District Magistrate
Udaipur
South Tripura
- 4/89-5/90 Sub-Divisional Magistrate
Khowai
Tripura
- 11/88-4/89 Sub-Divisional Magistrate
Kailashahar, Tripura
- 8/86-8/88 Assistant Collector
Kailashahar, Tripura

Training Programs

Training Details (Foreign)					
Sl.No	Year	Training Name	Subject	Duration (Weeks)	Country
1	2002	International Civil Aviation Organisation, Montreal Familiarisation	Civil Aviation, ICAO	3	CANADA
2	2002	EURESAS, Toulouse	Modern Airline Management	3	FRANCE
3	2003	Univ of Birmingham MBA	Public Finance and Public Policy	52	UK
4.	2004	European Institute of Public Administration, Barcelona	Economic Development and Social Inclusion	1	SPAIN
5.	2000	ICAO/IATA Regional Seminar on Air Transport and GATS	Air Transport and GATS	1	Thailand

Training Details (Domestic)	
1	National Institute of Small Industry Extension Training, Hyderabad 27/02/1989 -- 03/03/1989
2	Indian Institute of Management, Bangalore, Programme on Public Policy and Infrastructure, 12/6/2000- 23/06/2000
3	Lal Bahadur Shastri National Academy of Administration, Mussoorie
4	UP Academy of Administration, Nainital (3 week compulsory training)
5.	Indian Institute of Public Administration (one week on Financial reforms in Urban local bodies)
6.	National Civil Defence College, Nagpur