

COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH
'Anusandhan Bhawan', 2, Rafi Marg, New Delhi – 110 001

No. 3-3(e)/2008-E.I

Dated: 02.05.2008

OFFICE MEMORANDUM

Sub: Formulation of procedure for holding a Departmental Promotion Committee meeting

 DG, CSIR has constituted the following Committee to recommend formulation of detailed step by step procedure for holding a Departmental Promotion Committee meeting and the action subsequent to the recommendations of the Departmental Promotion Committee:-

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|----|-------------------------------------|---|-----------------|
| 1. | Dr. S. Sivaram, Director, NCL, Pune | : | Chairman |
| 2. | Joint Secretary (Admn.), CSIR | : | Member |
| 3. | Financial Advisor, CSIR | : | Member |
| 4. | Chief Vigilance Officer, CSIR | : | Member |
| 5. | Legal Advisor, CSIR | : | Member |
| 6. | Sh N Jayaram, DS (LA) | : | Member Convenor |

 The term of reference of the Committee is as under:

 "Laying down step-by-step procedure for holding a DPC and the action subsequent to the recommendations of DPC."

 The Committee will submit its recommendations to DG, CSIR by 30.05.2008.

 Untill the procedure for holding ~~the~~ DPC is formulated, all meetings of DPC will be put on hold.


(C. Manvazhagan)
Under Secretary

To

1. Dr. S. Sivaram, Director, NCL, Pune
2. Joint Secretary (Admn.), CSIR
3. Financial Advisor, CSIR
4. Chief Vigilance Officer, CSIR
5. Legal Advisor, CSIR
6. Sh. N Jayaram, DS (LA), CSIR, Hqr.

Copy to:-

1. Directors of All Labs/Instts of CSIR
2. Deputy Secretary, (CO), CSIR Hqrs / Sr DS CSIR Cx, New Delhi