

Outstanding Achievement Awards for implementation of ERP

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To

The Directors
CSIR Labs/Institute/Central Office

Dear Sir/Madam,

It is with considerable delight that I write to you to express the appreciation of the Core Committee on the admirable efforts demonstrated by the Laboratories in ensuring that their Laboratories are reckoned for the Outstanding Achievement Award.

2. Much to our surprise some Laboratories have caught up exceeding well in the recent past, while a few others in remote areas such as CSMCRI have shown progress with minimal support from the Core ERP Team.

3. The review of the progress in the implementation of the ERP as on date i.e. 17 Sept. 2013 at 1730 Hrs. (being the deadline) took place to examine inclusions of any deserving Laboratories, as also for dropping any Laboratory which have not demonstrated performance in alignment with requirements.

4. The review which has taken place took into consideration the evidence of progress in the number of transactions completed in HR as also in Finance. In view of this consideration, it has become necessary to fix benchmarks in terms of the number of completed transactions for HR and for Finance. The Committee hence has observed the comparative pattern of progress and has determined a cutoff benchmark of completed transactions as 400 each for HR and Finance.

5. Accordingly, the Laboratories which have demonstrated the completion of 400 HR transactions or 400 Financial transactions or above are deemed to be recognized for the Outstanding Achievement award. Of course, a number of Laboratories have far exceeded this benchmark of 400 completed transactions in either HR or Finance and some have exceeded the benchmarks for both HR and Finance transactions.

6. There are a few exemplary Laboratories which have even surpassed 4 digit completed transactions in respect of both HR and Finance which require a special mention here and these Laboratories are NML, NPL, SERC and NBRI. The detailed comparative number of completed transactions in respect of both HR and Finance with respect to the 15 Laboratories chosen for Awards are enclosed as attachment.


7. All these 15 Laboratories as indicated would need to ensure that the signatures of about 12 laboratory Level Implementation Team Members are made available in a sheet of paper and emailed to us for the purpose of scanning and including their signatures in the Institutional Award Citation.

8. As regards Individual Awards, the four Laboratories which have demonstrated exemplary progress in exceeding benchmarks on account of both HR and Finance transactions viz. NML, NPL, SERC and NBRI will be entitled to designate three persons as Project Champions to receive Individual Medallion and Citation. The remaining 11 Laboratories are required to nominate only 2 persons as Project Champions to receive individual Medallion and Citation.

9. I wish to again place on record the enthusiastic response and commitment shown by all CSIR Laboratories in competing for the Awards and would like to congratulate those who have successfully accomplished implementation levels exceeding the prescribed benchmarks. The Core Team aspires that the present rigor and commitment continue to be demonstrated to ensure successful transition to electronic operation by end of this financial year.

Regards,

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<u>S.No.</u>	<u>LabName</u>	<u>HR Completed Txn</u>	<u>FA Passed Bills</u>
1	CBRI	64	966
2	CECRI	1670	25
3	CLRI	869	335
4	CRRI	508	33
5	CSIO	280	485
6	CSMCRI	863	24
7	IICT	2	450
8	IMMT	627	62
9	IMT	487	1
10	NBRI	841	3644
11	NCL	331	5619
12	NEIST	139	2244
13	NML	1701	3302
14	NPL	1484	2010
15	SERC	1390	1662