

**CSIR-INDIAN INSTITUTE OF TOXICOLOGY RESERCH, LUCKNOW**  
(Council of Scientific & Industrial Research)

**No. ERP/IITR/2013**

**Dated: 14.10.2013**

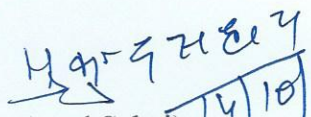
**CIRCULAR**

In continuation of OM No. ERP/IITR/2013 dated 3.9.2013 , it has been decided by the competent authority that following ERP applications will run on dual mode i.e. on line and off line in the Institute w.e.f. 15.10.13 .

1. All kinds of leave
2. GPF
3. Children Education allowance
4. Medical reimbursement
5. Annual property return
6. No objection certificate
7. Professional update allowance
8. Telephone reimbursement
9. All kinds of loan
10. FVC

No manual application will be accepted unless it is applied on line also and self certified on the manual application that it has been moved through online also. Cooperation of all employees of this institute is solicited to make implementation of ERP application successfully. For any difficulty please contact :-

1. Shri Nikhil Garg, Sr. Principla Sct. - Ext. No. 221
2. Sh. Pradip Kumar, SO(G) – Ext. no. 280

  
(Mukund Sahai) 14/10/13  
Administrative Officer

Copy to:-

1. All notice boards of main campus and gheru
2. All Heads of Division/Section
3. Office copy