

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

No. 3-4(C)/2013-E.I

Dated: 13.01.2014

**OFFICE MEMORANDUM**

The Joint Secretary (Admn.), CSIR, has been pleased to approve the transfer & posting of the following Sr. Stenographers to the post of Private Secretary from the panel notified vide this Office Memorandum No.3-33(C)/2012-EI. dated 02.05.2013 in the labs. / Instts. as indicated against each:-

| Sl. No. | Name of the Officer   | Present Place of Posting | New Place of Posting |
|---------|-----------------------|--------------------------|----------------------|
| 1.      | Sh. C.W. Francis      | NEERI                    | NEERI                |
| 2.      | Sh. K.K. Ahuja        | CSIR HQ                  | CSIR HQ              |
| 3.      | Sh. PG Mohanan Pillai | CSMCRI                   | CSMCRI               |
| 4.      | Sh. GS Nair           | CSMCRI                   | CSMCRI               |
| 5.      | Sh. T. Jayaraj        | IICT                     | IICT                 |
| 6.      | Mrs. V. Usha          | IICT                     | IICT                 |
| 7.      | Mrs. P Hazarika       | NEIST                    | NEIST                |

The above promotees will be on probation for a period of one year from the date of taking over charge of the post. The probationary period may be extended or curtailed at the discretion of the competent authority.

The pay of above officers will be fixed under the normal rules. However, they will have the option, to be exercised within one month from the date of taking over charge of the post, for fixation of pay in the new post with effect from the date of appointment to the new post or with effect from the date of increment in the lower post, in terms of the extant provisions of FR-22, under normal rules.

The promotees shall join their new place of postings immediately.

  
(A.K. Mukherjee)  
Deputy Secretary

Copy to:-

1. Directors of all CSIR Labs. / Instts. / Central Office, CSIR
2. Heads of HRDG / HRDC / IPMD / UPDIP (Pune)
3. Sr. COAs/COAs/AOs of all CSIR Labs. / Instts.
4. COFAs / F&AO of all CSIR Labs. / Instts.
5. Officers concerned
6. All Deputy Secretaries / Under Secretaries / Sr. Dy. Financial Advisors / Deputy Financial Advisors / F&AOs / COSPs / SPOs at CSIR Hqrs. and CSIR Cx., New Delhi
7. US Office of DG, CSIR
8. US Office of JS(Admn.), CSIR
9. PA to FA, CSIR
10. PA to CVO, CSIR
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