

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

No. 3-3(C)/2011-EI.

Dated the 14th May, 2012

OFFICE MEMORANDUM

Sub: Promotion to the post of Private Secretary(PS) posting thereof – reg.


The Joint Secretary(Admn.) has been pleased to accord approval to the appointment of following officials on their promotion, from the panel notified vide CSIR OM of even number dated 06.07.2011 and further on their promotion post them at Labs./Institutes mentioned against each as per details given below:

For promotion to the post of Private Secretary in the PB (2) of Rs.9300-34800
G.P. Rs.4800 (Vacancy Year 2011-2012)

Sl. No.	Name & Present designation	Present place of posting	Place of posting on Promotion
1.	Ms. Shakuntla Devi Sr. Steno	CSIR Hqrs.,	CSIR Hqrs.,
2.	Sh. P.S. Chauhan Sr. Steno.	IIP	IIP
3.	Sh. Gopalan Ravi Sr. Steno.	Md. Cx. Chennai	Md. Cx. Chennai (against the vacant post of PS in Hqrs. Quota.)

The above officials should join their promoted post in their place of posting immediately and in any case within a period of one month from the date of issue of these orders. They 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 in the promoted post will be fixed as per provisions of rules. However, they will have an option, to be exercised within one month from the date of taking over charge of the post, for fixation of pay with effect from the date of taking over charge of the post or with effect from the date of next increment in the lower post, in terms of the extant provisions of FR-22.


(A.K. Mukherjee)
Deputy Secretary

Copy to:-

1. Directors of all CSIR Labs / Instts
2. Heads of HRDG / HRDC / IPMD / PPD/ RAB / URDIP (Pune)
3. US, Office of J.S. (Admn.), CSIR.
4. PS to CVO, CSIR
5. PS to Sr. DS(HR)
6. Central Office, CSIR Hqrs.
7. Officers concerned
8. Head, IT with the request to host this OM in CSIR website
9. Personal file of the Officers
10. Office copy