

**Council of Scientific and Industrial Research
Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001**

File No. 6/9(131)/89-E-III

Dated: 11.03.2020

OFFICE MEMORANDUM

Subject: - Implementation of ERP at CSIR Headquarters

Reference: CSIR OM No 2/70/2009-Gen dated 17.02.2020

A Committee has been constituted for implementation of ERP at CSIR Headquarters vide OM referred above. Hands on training have also been organized by Project Leaders, ERP in CSIR Headquarters during 24th February to 26th February 2020 to the concerned Divisions.

In view of the above, all the Divisional/Sectional Heads at CSIR Hqrs are requested that for successful implementation of ERP in CSIR HQ, all payments w.e.f. 01.03.2020 will be made through ERP module so that intervening period of one month will facilitate 100% implementation of ERP w.e.f. 01.04.2020.

(S) (B) 11/3/2020
Section officer
E-III

Encl: As above.

Copy to:

1. All the Members of the Committee for implementation of ERP at CSIR HQ
2. Divisional/Sectional Heads at CSIR Hqrs- for wide circulation among staff members
3. Head CSIR- HRDC Ghaziabad
4. Head, CSIR TKDL, New Delhi
5. Head CSIR, IPU, New Delhi
6. DS to DG, CSIR Hqrs
7. PS to JS(A), CSIR Hqrs
8. PS to FA, CSIR Hqrs
9. Office copy

Council of Scientific and Industrial Research
Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001

File No. 2/70/2009-Gen

Dated: 17.02.2020

OFFICE MEMORANDUM


Subject:- Constitution of Committee for implementation of ERP at CSIR Headquarter

The Director General, CSIR has been pleased to constitute a Committee for implementation of ERP at CSIR Headquarter comprising of the following members:

1	Shri G.Radhakrishnan,	PL, ERP	Chairman
2	Sh. V. K Agarwal	Head IT	Co- Chairman
3	Mrs Dolly Chaudhary	Sr. Pr. Scientist	Member
4	Shri Abhishek Gupta	Scientist	Member
5	Shri Arvind Kumar	Scientist	Member
6	Mrs Chanchal Sagar	Sr.T.O. (2)	Member
7	Shri Nitin Gupta	Sr.T.O. (1)	Member
8.	In-charge, RPPBDD & MD or their Representative(s)	For R&D Module	Member(s)
9.	Dr. R. K. Sinha, Head, HRDC	For E-Learning Module	Member
10	Shri Vinay Kumar, Store & Purchase Officer	For Purchase Module	Member
11	Shri Baljeet Singh, Dy.F.A.	For Finance Module	Member
12	DS(CO)	For HR Module	Member

Terms of reference of the committee will be as under:

- a. The Committee will coordinate with Director-NAL and Tiger Team for implementation and Deployment of ERP in CSIR Hqrs
- b. The Committee will oversee the implementation of existing ERP system at the End User Level in CSIR Hqrs and subsequent Maintenance thereon.
- c. The Module wise progress of implementation of ERP would be observed by respective representative member(s) of this Committee for its acceptability by users in their respective divisions/sections and reporting of changes required in ERP system to the PL-ERP/Tiger team for corrective measures.


(Sudeshna Sanyal)
Under Secretary

Copy to:

1. All the Members of the above Committee for implementation of ERP at CSIR HQ
2. All HODs at CSIR Hqrs
3. DS to DG, CSIR Hqrs
4. PS to JS(A), CSIR Hqrs
5. PS to FA, CSIR Hqrs
6. Office copy