

Council of Scientific and Industrial Research
वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद
International S&T Affairs Directorate
अंतर्राष्ट्रीय विज्ञान एवं प्रौद्योगिकी कार्य निदेशालय (इस्टैड)

No. 22/1A/Peer Rev Cmt./2019

Dated: 02nd March, 2020


OFFICE MEMORANDUM

Sub: Peer Review Committee(PRC) for considering foreign deputation proposals of CSIR personnel - Terms of Reference reg.

In continuation of CSIR OM of even no. dated 04/11/2019 and 11/12/2019 on the aforesaid subject, it is brought to the kind notice that the Peer Review Committee(s) shall consider the following points before recommending the foreign deputation proposals of Scientist/Officers of CSIR:-

- 1) During PRC meeting detailed discussion on the agenda items of the meeting/conference/workshop shall be held with the concerned Scientist(s)/Officer(s) and accordingly, decision shall be taken in the PRC meeting w.r.t. various points on which the concerned Scientist(s)/Officer(s) will take a stand/view point during the meeting/conference/workshop abroad. Such discussion held with the concerned Scientist(s)/Officer(s) and the decision taken in the PRC meeting shall be recorded in the Minutes of the Meeting (MOM) of PRC and also Part-I format applicable for foreign deputation.
The deputed Scientist(s)/Officer(s) should attend the event abroad with clear vision and views as per the discussion held and the decision taken in the PRC meeting.
- 2) Written brief shall be handed over to the Members of the Delegation attending the International event, wherever applicable.
- 3) Proposals for foreign deputation of Scientist(s)/Officer(s) who are related to the subject matter/area of the event shall only be considered by the PRC for attending the Tour/Conference etc.
- 4) The PRC shall nominate the Scientist(s)/Officer(s) for foreign deputation judiciously and also monitor/implement the outcomes resulting from the visits.
- 5) Tour reports shall be submitted by the concerned Scientist(s)/Officer(s) on completion of the visit to the respective PRC with precise information on the outcomes, deliverables or actionable points and the roadmap to implement them to achieve the desired results. The way in which the outcome will be beneficial to CSIR and to the Nation must be mentioned invariably. Efforts should be made to ensure draft press release for PIB.

This is for kind information and compliance by the respective Peer Review Committees (PRC).


(Bhawna Guglani)
Under Secretary

Copy to:-

1. The Directors of all National Laboratories/Institutes of CSIR
2. PS to Hon'ble Minister of S&T & ES and the VP, CSIR
3. DS O/o DG, CSIR
4. Office of JS (Admn.)
5. PA to FA, CSIR
6. PA to CVO, CSIR
7. PA to LA, CSIR
8. All Divisional /Sectional Heads of CSIR-Hqrs./Complex/ESD/RAB/HRDG/IPMD/HRDC/Science Centre/URDIP
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