

वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्
COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH
अनुसंधान भवन, 2, रफी मार्ग, नई दिल्ली-110 001
Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001



No. 3/29(Misc)/2014-EI

Dated 24/09/2014

The Directors/Heads of all CSIR Labs/Instts

Sub : Inviting Applications from SOs (Gen) and Asstts. (Gen) Gr. I for Temporary Transfer to Examination Unit, CSIR Cx./CSIR Hqrs. for activities relating to Open Examination.

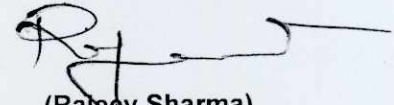
Sir,

I am directed to state that notification for open examination for the posts of Section Officers and Assistants Gr. I at All India level is likely to be issued soon. This will entail massive exercise. Keeping in view the shortage of staff for these activities, the Competent Authority has decided to invite applications, in the prescribed format appended herewith, from willing Section Officers (Gen) and Assistants (Gen) Gr. I who wish to be temporarily transferred to Examination Unit, CSIR Cx./CSIR Hqrs for assisting in the accomplishment of the aforesaid objectives, on the following terms and conditions:-

1. The temporary transfer will remain valid till the conduct of open examination or till further orders, whichever is earlier.
2. Pay, TA, DA and other allowances payable during the temporary transfer will be governed by the Govt. of India/CSIR instructions applicable to the temporary transfer.
3. The tentative nos. of SOs (Gen) and Asstts. (Gen) Gr. I to be temporarily transferred are 02 and 05 respectively. This no. may increase or decrease depending upon the quantum of work.
4. The persons may be required to work even after office hours and on holidays. The work also requires maintenance of utmost confidentiality and integrity.
5. Asstts. (Gen) Gr. I who wish to apply for the ensuing departmental and open examinations need not apply.

Those who are interested in the above assignment (at Delhi) may send their requests through proper channel. Labs/Instts may kindly forward the applications after due certification, to the undersigned latest by 10/10/2014. It may kindly be noted that it may not be possible to provide immediate replacements.

Yours faithfully,


(Rajeev Sharma)
Under Secretary

Encl : as above

Copy for information and necessary action to:-

1. Heads – HRDG, HRDC, IPU, URDIP, 4PI
2. Sr. DS (CO), CSIR HQ
3. Head, IT – for uploading this letter on CSIR website
4. Office copy

Application Format Annexed with CSIR letter No. 3/29(Misc)/2014-EI dated 24/09/2014

1. Name : _____
2. Designation : _____
3. Lab/Instt : _____
4. Date of Birth : _____
5. Date of Joining CSIR : _____
6. Educational Qualifications : _____
7. Contact No. : _____
8. Email ID : _____
9. Details of Works/Tasks Done :

Date (from – to)	Section	Job Profile/Duties & Functions

Place : _____

Date : _____

Signature of the Applicant

Name : _____

Endorsement by the Lab/Instt

Certified that the above particulars furnished by Sh./Dr./Smt./Ms. _____
_____ who is holding the post of _____ are
correct as per the records. It is also certified that he/she is clear from Vigilance angle and
can be entrusted work of confidential nature.

Signature and Stamp of AO/COA/Sr. COA