



वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्
COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH
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Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110 001

3-5(b)/2015-E.I

24.08.2015

No. _____

Dated _____

From

संयुक्त सचिव (प्रशासन)
Joint Secretary (Admn.)

To

The Directors / Heads of all National Labs./Instts of CSIR

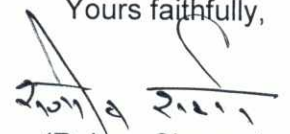
Sub Inclusion of additional qualification acquired by the CCOs in the All India Seniority Lists of CCOs— regarding

Sir,

I am directed to state that this office receives requests from CCOs throughout the year for inclusion of their additional qualifications acquired by them in the All India seniority lists of CCOs. The matter has been considered by the Competent Authority, CSIR and it has been decided that such requests of CCOs may be forwarded to CSIR Hqrs alongwith relevant documents and relevant page of Service-Book only after issue of All India Tentative Seniority Lists of CCOs. While forwarding the requests, Labs/Instts may ensure that prior permission was granted for pursuing the course and that the course is recognized one and that the entries in the Service Book have been made only after verifying the original certificate. Requests received after issue of All India Final Seniority Lists of CCOs will not be entertained.

This may be brought to the notice of all CCOs of your Lab / Instt.

Yours faithfully,


(Rajeev Sharma)
Under Secretary

Copy to:

1. Heads - . HRDC / IPMD / URDIP/HRDG/4PI
2. DS(CO), CSIR Hqrs
3. DS, CSIR Complex, New Delhi
4. US, Office of DG, CSIR
5. US to J.S. (Admn.)
6. PA to FA, CSIR
7. PS to CVO, CSIR
8. IT Division – with the request to upload this Circular on CSIR web-site.
9. Office copy