COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH Anusandhan Bhavan, Rafi Marg, New Deihi-110 001

No. 6-20 (1)/2013-E.III

Date 31.07.2014

OFFICE MEMORANDUM

A workshop on ERP is scheduled on 1st August, 2014 at SSB Auditorium at 11:00 Hrs. DG, CSIR has been pleased to address the staff which will be followed by ERP workshop.

All Officers and staff members are requested to attend the same on the above mentioned date and time.

> (Purnima Arora) Section Officer

Copy to:

- 1. VP Office, CSIR Hgrs.
- 2. US, O/o DG, CSIR
- 3. US, O/o JS (Admn.)
- 4. PS, O/o FA, CSIR
- 5. PA to CVO, CSIR
- 6. PS to Sr. DS (HR)
- 7. All Divisional/Sectional Heads in CSIR Hqrs., CSIR Complex, IPU, Science Centre, MBSA - with the request to bring the contents of this OM to the notice of staff working under then for compliance.
- 8. IT division- with the request to host the OM on CSIR website.
- 9. Reception Desk with the request to announce the same at 10.45 AM on 01.08.2014
- 10. Sh. D.K. Jindal, EE, with the request to make necessary arrangements.
- 11. Mrs Dolly Choudhary & Sh.Nitin Gupta (TO) with the A request to conduct the workshop.
- 12. Dr. G. Radhakrishnan, PL-ERP with the request to be the resource person.
- 13. All Notice Boards.
- 14. Office Copy