



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- 110 001

No. 13-4(10)/2015-16/S&P/policy
From

Dated 13.05.2016

संयुक्त सचिव (प्रशासन)
Joint Secretary (Admn.)

To All COSPs/SPOs of CSIR Labs./Instt.

Subject: Monitoring formats for Physical Verification and Disposal of Stores.

Sir(s),

It is informed that the competent authority has desired to monitor the activities relating to physical verification of stores and disposal of stores of the CSIR Labs./Instts. at CSIR Hqrs. and accordingly the relevant formats for submission of the requisite information have been framed and hoisted on CSIR website vide our letter no. even dated 19th April 2016. Based on the inputs received from the CSIR Labs./Instt. DG, CSIR would be apprised of the progress.

It is however, regretted to inform you that the requisite information has not been received from majority of the CSIR Labs/ Instt.

All COSPs/SPOs of CSIR Labs who have not submitted the requisite information till date are requested to kindly furnish the same immediately and also ensure submission of the information timely in future.

Thanking you.

Yours faithfully


(Vinay Kumar)

Stores & Purchase Officer