औदयोगिक अनुसंधान COUNCIL OF SCIENTIFIC & INDUSTRIAL अनुसंधान भवन, 2 रफी मार्ग, नई दिल्ली Anusandhan Bhawan, 2, Rafi Marg, New Delhi - 110001



सा॰/No. : 5-1(349)/2016-PD

दिनांक/Dated: 22.01.2020

प्रेषक / From: संयुक्त सचिव (प्रशासन)

Joint Secretary (Admn.)

सी.एस.आई.आर. की सभी राष्ट्रीय प्रयोगशालाओं/संस्थानों/मुख्यालय/एककों के निदेशक/प्रधान सेवा में / To:

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

महोदया/Madam.

Kind attention is invited to the CSIR letter No. 5-1(349)/2016-PD dated 15.12.2016 wherein it was requested to provide Men in position as on 1st of every month by 1st working day of the month. In this regard it is informed that the information as on 1st of every month starting with 01.01.2020 may be provided in the revised proforma attached herewith.

The information with respect to January 2020 (i.e., 01.01.2020) may be sent immediately, whereas the information from 01.02.2020 onwards may be sent to 'manpower@csir.res.in' on the first working day of the respective month.

भवदीय/Yours faithfully

(सिद्धार्थ दे / Siddhartha Dey)

अवर सचिव (नीति प्रभाग)/US (PD)

संलग्न/Encl. : यथोपरि/As above प्रतिलिपि/Copy to:

- 1. आई.टी. प्रभाग प्रमुख वेबसाइट और पॉलिसी रिपॉजिटरी पर इस परिपत्र को उपलब्ध कराने के अनुरोध के साथ/ Head, IT Division with the request to make this circular letter available on the website & Policy Repository.
- 2. कार्यालय प्रति/Office copy.

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