

वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्
COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH
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सां/No. : 5-1(727)/2020-PD

Dated 14.03.2022

प्रेषक/From: संयुक्त सचिव (प्रशासन)
Joint Secretary (Admn.)

सेवा में/To: सी.एस.आई.आर के सभी राष्ट्रीय प्रयोगशालों/संस्थाओं/इकाईयों के निदेशक/प्रमुख
The Directors/Heads of all National Labs./Insttts./Units of CSIR

विषय/Sub.: Composition of Review Committee, Representation Committee & Internal Committee under FR 56(j)/(l) and Rule 48 of CCS (Pension) Rules, 1972 - reg.

महोदया/Madam / महोदय/Sir,

I am directed to refer to DoPT OM No. 25013/03/2019-Estt.A-IV dated 28.08.2020 endorsed by CSIR vide letter No. 5-1(49)/2008-PD dated 09.09.2020 on Periodic Review for strengthening of administration under Fundamental Rule (FR) 56(j)/(l) and Rule 48 of CCS (Pension) Rules, 1972 and CSIR letter No. 7(54/41/IF)56-E.II dated 22.06.2006 on composition of Review and Representation Committee in CSIR.

2. In this regard, I am directed to state that the composition of Review Committee, Representation Committee and Internal Committee have been examined in terms of Para 8 and Para 9 of the aforesaid DoPT OM dated 28.08.2020 and DG, CSIR has approved the revised composition of Review and Representation Committee under FR 56(j)/(l) and Rule 48 of CCS (Pension) Rules, 1972 as in **Annexure-I** and the composition of Internal Committee as in **Annexure-II**.

भवदीय / Yours faithfully,

 14 Mar 2022

(एम. अरुण मणिकण्ड भारति / M Arun Manikanda Bharathi)
अवर सचिव (नीति प्रभाग) / Under Secretary (PD)

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

1. प्रमुख, आईटी प्रभाग- को इस अनुरोध के साथ कि कृपया इस परिपत्र को वेबसाइट और पॉलिसी रिपोजिटरी में उपलब्ध कराएं / Head, IT Division with the request to make this circular letter available on the website & Policy Repository.
2. कार्यालय प्रति / Office copy

Annexure-I

A. Review Committee under FR-56(j)/(l) & Rule 48 of CCS (Pension) Rules, 1972

1. In case of Common Cadre Officers of CSIR

a. Group-A CCOs:

Director General, CSIR will constitute Review Committee as under:

i. Director of CSIR Lab/Instt.	Chairman
ii. Joint Secretary (Admin.), CSIR	Member
iii. Financial Adviser, CSIR	Member

Final orders will be passed by Director General, CSIR.

b. Group-B CCOs:

Joint Secretary (Admin.), CSIR will constitute Review Committee as under:

i. Sr.DS/Sr.CoA/DS/CoA of CSIR Hqrs/Lab/Instt.	Chairman
ii. Sr.DyFA/Sr.CoFA/DyFA/CoFA of CSIR Hqrs/Lab/Instt.	Member
iii. Sr.DS/DS/US of CSIR Hqrs	Member

Final orders will be passed by Joint Secretary (Admin.), CSIR.

2. In case of Group-A Officers in Pay Level 14 & above

Director General, CSIR will constitute Review Committee as under:

i. Director of CSIR Lab/Instt.	Chairman
ii. Two Directors / Director Grade Scientists of CSIR Hqrs./Lab./Instt.	Members

Final orders will be passed by Vice-President, CSIR.



3. In case of staff working in CSIR Hqrs (other than mentioned in 1 & 2 above)

a. Group-A Officers (up to Pay Level 13-A):

Director General, CSIR will constitute Review Committee as under:

i. Director / Director Grade Scientist of CSIR Hqrs/Lab/Instt.	Chairman
ii. Two officers of CSIR Hqrs/Lab/Instt. not below the Pay Level 14	Members

Final orders will be passed by Director General, CSIR.

b. Group-B & Group-C officials:

Joint Secretary (Admin.), CSIR will constitute Review Committee as under:

i. Officer of CSIR Hqrs/Lab/Instt. not below the Pay Level 13	Chairman
ii. Sr.DS/Sr.CoA/DS/CoA of CSIR Hqrs/Lab/Instt.	Member
iii. Sr.DyFA/Sr.CoFA/DyFA/CoFA of CSIR Hqrs/Lab/Instt.	Member

Final orders will be passed by Joint Secretary (Admin.), CSIR.

4. In Case of Staff working in CSIR Lab/Instts. (other than mentioned in 1 & 2 above)

a. Group-A Officers (up to Pay Level 13-A):

Director of the concerned Lab/Instt. will constitute Review Committee as under:

i. Director of a sister CSIR Lab/Instt. / Director Grade Scientist of CSIR Hqrs/Lab/Instt.	Chairman
ii. Two officers of CSIR Hqrs/Lab/Instt. not below the Pay Level 14	Members

Final orders will be passed by Director of the concerned Lab/Instt.



b. Group-B & Group-C officials:

Director of the concerned Lab/Instt. will constitute Review Committee as under:

i. Officer of CSIR Hqrs/Lab/Instt. not below the Pay Level 13	Chairman
ii. Sr.DS/Sr.CoA/DS/CoA of CSIR Hqrs/Lab/Instt.	Member
iii. Sr.DyFA/Sr.CoFA/DyFA/CoFA of CSIR Hqrs/Labs/Instt.	Member

Final orders will be passed by Director of the concerned Lab/Instt.

Note: CVO, CSIR in case of Gazetted rank Officer or his representative in case of non-Gazetted rank officials, will be associated in case of record reflecting adversely on the integrity of any employee.



B. Representation Committee:

DG, CSIR will constitute Representation Committee with three Directors of CSIR-Labs./Instts. The recommendations of the Representation Committee will be submitted to the Appropriate Authority to pass final order.

Appropriate Authorities to pass final order on the recommendations of the Representation Committee are as follows-

No.	Category	Appropriate Authority
1	In case of Common Cadre Officers of CSIR	
a.	Group-A CCOs	Vice-President, CSIR
b.	Group-B CCOs	Director General, CSIR
2	In case of Group-A Officers in Pay Level 14 & above	Vice-President CSIR on behalf of President, CSIR
3	In case of Staff working in CSIR Hqrs (other than mentioned in 1 & 2 above)	
a.	Group-A Officers (up to Pay Level 13-A)	Vice-President, CSIR
b.	Group-B & Group-C officials	Director General, CSIR
4	In case of Staff working in CSIR Labs./Instts. (other than mentioned in 1 & 2 above) -	
a.	Group-A Officers (up to Pay Level 13-A)	Director General, CSIR
b.	Group-B & Group-C officials	Director General, CSIR

Note: Representation Committee be constituted with the Officers unconnected with the original decision to retire the employee prematurely.



Annexure-II**Internal Committee:**

An Internal Committee comprising such officer(s) as deemed fit to assist the Review Committee shall be constituted by the Competent Authority as under:

No.	Category	Competent Authority
1	In case of Common Cadre Officers of CSIR	
a.	Group-A CCOs	Director General, CSIR
b.	Group-B CCOs	Joint Secretary (Admin.), CSIR
2	In case of Group-A Officers in Pay Level 14 & above	Director General, CSIR in case of CSIR-Hqrs. and Director of the concerned Lab/Instt. in case of Lab/Instt.
3	In case of Staff working in CSIR Hqrs (other than mentioned in 1 & 2 above)	
a.	Group-A Officers (up to Pay Level 13-A)	Director General, CSIR
b.	Group-B & Group-C officials	Joint Secretary (Admin.), CSIR
4	In case of Staff working in CSIR Labs/Instts. (other than mentioned in 1 & 2 above)	
a.	Group-A Officers (up to Pay Level 13-A)	Director of the concerned Lab/Instt.
b.	Group-B & Group-C officials	Director of the concerned Lab/Instt.

These committees will ensure that the service records of the Council Servants being reviewed, along with a summary, bringing out all relevant information, is submitted to the authority constituting Review committee.

