

COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH
ANUSANDHAN BHAWAN, RAFI MARG, NEW DELHI-01

F.No.6-9(131)/89-E.III

Dated: 03.05.2023

OFFICE MEMORANDUM


Sub.: Composition of the Task Force for E-Office implementation.

It is to inform that e-office is being implemented across all CSIR labs/units for all the CSIR staff to digitize all file management activities. To ensure smooth implementation of e-office, Competent Authority is pleased to constitute a Task Force for monitoring/supervising the hundred-day challenge for implementing e-office in all CSIR labs/units as per following composition:

- | | |
|---|------------|
| 1) Prof. R. Pradeep Kumar, Director, CSIR-CBRI | - Chairman |
| 2) Dr. D. Srinivasa Reddy, Director, CSIR-IICT | - Member |
| 3) Prof. Manoranjan Parida, Director, CSIR-CRRI | - Member |
| 4) Dr. A. Ramachandara Murthy, Sr. Principal Scientist, CSIR-SERC | - Member |
| 5) Ms. Dolly Chaudhary, Head IT, CSIR HQ | - Member |
| 6) Dr. A. Saurikhia, Sr. Pr. Scientist, CSIR HQ | - Convener |

Terms of reference of the Committee shall be:

- To monitor the progress of migration to e-office by each lab.
- To review the progress made by the labs. in this regard.
- To ensure the complete implementation of e-Office in all CSIR labs before 15 Aug 2023.


03/05/23
(Ram Kumar Singh)
Under Secretary (CO)

Copy to :

- Chairman and Members of the Committee
- Directors of all National Labs./Instts. of CSIR/Heads of CSIR HQ./Complex/Centres/Units
- IT Division – with the request to host this OM on CSIR Website.
- Notice Boards
- Office Copy