



Phone : 23710519

Fax : (91-11) 23730937, 23730682

वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्
अनुसंधान भवन, 2, रफी मार्ग, नई दिल्ली-110001 Speed Post
COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH
Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001

संख्या
No.

15-6(82)/98-O&M-II-Vig.

Dated: 21.06.2017

प्रेषक

From

मुख्य सतर्कता अधिकारी
Chief Vigilance Officer

SPEED POST / स्पीड पोस्ट

BY HAND / दस्ती

To

The Directors/Head of the National Labs./Instts.

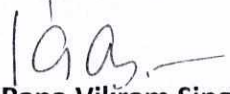
Sir/Madam,

While checking log book of Staff Car of one of the laboratory as a preventive measure, following short comings/deficiencies with regard to the maintenance of the log book of the staff car has been noticed:-

- Purpose of the journey had not been given as required under the Column.
- The In-Charge of the transport section had not checked/certified the entries in the register.
- Many of the Columns were left unfilled/blank.
- There were overwriting in the log book.
- The place of commencement of the journey had not been mentioned in the log book as such the total Kilometre travelled could not be ascertained/determined.

You are, Therefore, requested to kindly bring these short comings to the notice of all concerned and take appropriate measures so as to maintain the log book properly.

Yours faithfully,


(Major Rana Vikram Singh)
Chief Vigilance Officer

Copy to:

1. Sr.COA/COA/AO of all the CSIR Labs./Instts.
2. Sr. DS/DS/US of CSIR Hqrs., CSIR Complex, HRDC, URDIP and TKDL
3. US, DG Office
4. P.S. to J.S.(Admn.), CSIR
5. ☒ Head IT Division, CSIR Hqrs., for placing it in CSIR website
6. Office Copy