No. 2/70/2009   Date: - 20th Jan, 2017

Office Memorandum

DG, CSIR has been pleased to reconstitute Project Clearance Technical Board (PCTB)/ High level Task force for implementation of OneCsir portal in all CSIR labs/Institutes and to resolve all the outstanding issues, comprising the following members:

1. Dr. Ashwini kumar Nangia, Director, NCL, Chairman
2. Dr. Jitendra J Jadhav, Director, NAL, Member
3. Dr. Prashant Goswami, Director, NISTADS, Member
4. Dr. K. Muraleedharan, Director, CGCRI, Member
5. Mr. K R Vaidheeswaran, JS, CSIR, Member
6. Ms. Sumita Sarkar, FA. CSIR, Member
7. Dr. G Radhakrishnan, PL, ERP, Member (Convenor)

The Committee may choose any other Expert member/s, preferable one or two from relevant Department/ Ministry eg. MeitY – (**Ministry of Electronics and Information Technology**).

Terms of reference of the committee will be as under:

1.   To design a strategy for implementation of ERP system end to end in all Lab/Institute from the next financial year 2017-2018 and monitor the implementation through a review mechanism.
2.   To consider engaging the consultants back on the track for providing support, issue resolution and for software enhancement and to ensure successful implementation in all labs and smooth switch over to the new system from the next FY.
3.   To take decisions on project related issues like Change Request, Payment recommendation during Maintenance Period and monitor the incorporation of changes.
4.   To suggest policy level changes required for adopting the electronic method of approval process, power delegations, financial sanctions, etc., along side of ERP implementation.
5.   Constitution of the following three strategic teams from progressive labs for Helpdesk operation, sustaining the implementation and handholding the users : A. Issue resolution team B. Development Team and C. Training Team. The Core Committee will monitor the progress of the above three teams periodically and provide report to DG, CSIR.
6.   To decide and suggest suitable operating mechanism for Fail-Safe operation of the portal from the production site along with minimum two DR sites. Currently the production site is in CSIR-SERC, Chennai. Production/ DR sites under consideration are 1. CSIR- NCL/URDIP, Pune 2. CSIR-4PI 3. CSIR-NISCAIR, New Delhi.
7.   Constitution of a permanent support system comprising of software and hardware professionals for managing the package, software enhancement or modification arising out of policy changes, 7th pay commission changes, etc. and to provide data analytics to management, data backup, DR site synchronization, etc.
8.   To decide on user training and hand holding through workshops/ training sessions.
9.   To recommend any other additional features that may be required in each module.
10.   To act as Project Clearance Technical Board.

The review committee above will evaluate the high power previously empowered group for ERP implementation and gives it report by 31st January 2017 end.

21/20/01/2017

(Nita Singh)
Section Officer (Gen.)

Copy to:

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7. O/o DG, CSIR
8. Dr. G. Radhakrishnan, PL, ERP
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