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BY HAND / दस्त

संख्या

No.

प्रेषक

From

To

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

Dated: 23.05.2017

मुख्य सतर्कता अधिकारी
Chief Vigilance Officer

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

Sub: Timely submission of Fortnightly/Monthly/Quarterly Vigilance Report Reg.

Ref.: CSIR letter No.16-6(82)/98-O&M-II-Vig. Dated 16-03-2017

Sir/Madam,

Kind attention is invited to this office letter under reference and to state that this office has issued various instructions for timely submission of the reports, despite all such instructions, periodical vigilance reports are not being sent to this office by many of the laboratories/institutes on time. Consequently it causes delays in sending the consolidated reports of CSIR to various Govt. Authorities. It appears that due importance to submitting periodical reports are not being given by the concerned functionaries. This may be considered as serious lapse.

I, therefore, urge you to kindly ensure timely submission of the reports and must reach this office by 7th day of following month. In case of delays, responsibility of the concerned officials may be fixed and action may be taken against them in accordance of the Rules.

These instructions may kindly be brought to the notice of all concerned officials for information and strict compliance.

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. P.S. to DG, CSIR
4. P.S. to J.S.(Admn.), CSIR
- ✓ 5. Head IT Division, CSIR Hqrs. , for placing it in CSIR website
6. Office Copy