

**COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH**  
**ANUSANDHAN BHAWAN, 2 RAFI MARG, NEW DELHI-110001**

16/22(Rep. Rev.)/2008-CR

Dated:-20/01/2017


**OFFICE MEMORANDUM**

**Sub: - Reporting/Reviewing Officers for O-APARs/APARs for the Reporting year 2016-2017**

**Ref:- O.M. of even number of dated 05/01/2017**

Reference is invited to this Office Memorandum of even number dated 05/01/2016 whereby all Heads of Divisions/Sections were requested to forward names of Reporting and Reviewing Officers in respect of the staff of their Divisions/Sections for the reporting year 2016-2017. The above information, which was expected to be forwarded by 20/01/2016 is yet to be received from the various Divisions/Sections.

The Heads of the Divisions/Sections are once again requested to forward the information **by 27/01/2017 positively** to enable this office to initiate the process of writing of O-APARs.

  
**(Purnima Arora)**  
Section Officer

**Copy to:-**

1. All the Sectional/Divisional, Heads of CSIR Complex / HRDC/ MBSA/ IPU/ Science Centre/TKDL/URDIP
2. All the Sr. DS/ Sr. DY FA/ DY FA /DS of CSIR Complex/HRDC/MBSA/IPU/ Science Centre/TKDL/URDIP
3. Office of VP, CSIR
4. Office of DG, CSIR
5. Office of JS (Admn.)
6. PS to FA
7. PS to CVO
8. Sr. DS (HR)
9. US (PD)
10. DS (CO)
11. Manager Cafeteria
12. Head, IT with request to upload this OM on CSIR Website
13. All Notice Boards of CSIR Complex/ HRDC/ MBSA/ IPU/TKDL/URDIP
14. Office Copy