

COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH
ANUSANDHAN BHAVAN, RAFI MARG, NEW DELHI-110 001

No. 3-3 (b) / 2011 - EI

Dated: 20.10.2011

OFFICE MEMORANDUM

Sub: Panel for the post of Deputy Secretary / Controller of Administration (DS / COA) for the vacancy year 2011 – 2012 (2nd DPC)

On the recommendations of the Departmental Promotion Committee (2nd DPC) which met on 17.10.2011, the DG CSIR has been pleased to approve the empanelment of the following officers, in the order of merit, for appointment on promotion to the post of Deputy Secretary / Controller of Administration PB (3) Rs 15600-39100 GP Rs 7600/ for the vacancy year 2011 – 2012 :

Sl.No.	Name	Present Designation	Present Place of Posting
1	Smt. Chitrlekha K	Administrative Officer	CLRI
2	Smt. Simesh Verma	Administrative Officer	NISCAIR
3	Ms. D. Vijayalakshmi	Under Secretary	CSIR Hqrs
4	Sh. S.R. Hembram	Administrative Officer	NML

The above panel will remain operative for a period of one year from the date of meeting of the DPC ie 17.10.2011. It does not confer any right on the officers for promotion to the post for which they are empanelled. The offer of appointment to the post of DS / COA from the above panel will be made subject to availability of vacancy.


(AK Mukherjee)
Deputy Secretary

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1. Directors of all CSIR Laboratories/Institutes.
2. Heads, HRDG / HRDC / IPMD / PPD / RAB / URDIP
3. Sr COA / COA / AO / COFA/ FAO/ COSP / SPO of all CSIR Laboratories / Institutes.
4. Sr DS / DS / US / Sr. Dy FA / Dy FA / FAO / Sr COSP/ COSP / SPO at CSIR Hqrs and CSIR Complex, New Delhi
5. Officers concerned.
6. US, Office of DG, CSIR
7. US, Office of JS (Admn.), CSIR
8. PA to FA, CSIR
9. PS to CVO, CSIR
10. PS to LA, CSIR
11. O&M and Vigilance Section, CSIR Hqrs
12. Public Information Officer, CSIR Hqrs,
13. Personal files of the officers concerned
14. IT Division, with the request to host this OM in the CSIR website
15. Office copy