



महेन्द्र कुमार गुप्ता
MAHENDRA KUMAR GUPTA
संयुक्त सचिव
Joint Secretary



वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्
अनुसंधान भवन, 2, रफी मार्ग, नई दिल्ली-110 001
COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH
Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001

No.36-3/89-Law
Dated: 22nd July, 2025

To

The Directors/Heads of All CSIR Laboratories/Institutes/Units/Centres

Subject: Timely Action for compliance of Court Orders.

Dear Sir/Madam,

This is to bring to your kind attention that CSIR Hqrs. has been issuing instructions/guidelines/SOPs, time and again regarding avoidance of delay in filing Counter Affidavits/Appeal and compliance of Court orders. However, it has been observed that some of the CSIR Labs/Institutes are not taking required action in complying with or challenging Hon'ble Court orders in a timely manner. This leads to the filing of contempt petitions against Directors/DG, CSIR by name, creating an embarrassing situation.

A serious view has been taken in the matter. It is mandatory that all Court orders must be complied with or challenged well within the stipulated time.

In cases where additional time is required to comply with or challenge Court directions, you are requested to proceed as under:

1. To file the Application before the Hon'ble Court seeking extension of time and send proposal to CSIR Hqrs. for approval for engagement of Advocate for this purpose, to avoid delay in the matter.
2. In case the matter has been referred to CSIR Hqrs. for consultation, the Lab/Instts. shall file application seeking extension of time after consultation with the concerned Division at CSIR Hqrs.
3. With regard to the cases pertaining to CSIR Hqrs. and its Units, where the extension of time is required for compliance of the Hon'ble Court orders, Legal Section may be informed for filing extension of time **at least 15 days before the due date of the compliance of court orders.**

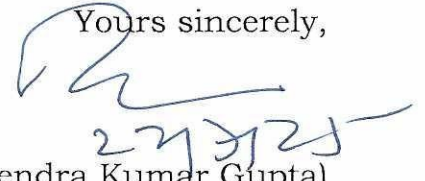
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Timely compliance with Court orders is essential to avoid any adverse consequences and to uphold the reputation of CSIR.

Your cooperation and vigilance in this matter are highly appreciated. Please ensure that all Court orders are complied with or challenged in a timely manner.

With best regards,

Yours sincerely,



(Mahendra Kumar Gupta)
Joint Secretary (Admn.)

Copy to:

1. DG, CSIR -for kind information
2. FA, CSIR
3. CVO, CSIR
4. All Divisional Heads , CSIR Hqrs
5. Sr. Deputy Secretary (Policy Division)
6. Sr. Deputy Secretary (Rectt. & Assessment)
7. Deputy Secretary (HR-I)
8. Deputy Secretary (HR-II)
9. Deputy Secretary (CO)
10. Deputy Secretary (DRC)
11. Head, IT- With the request to upload the letter on the website of CSIR Hqrs.
12. Office copy