

No. 3-3(C)-2025(VY-26)-E.I

Dated 19.12.2025

From

संयुक्त सचिव (प्रशासन)
Joint Secretary (Admn.)

To

The Directors/Heads of all CSIR Labs/Instts

Sub: Departmental Promotion Committees (DPC) Meeting for the posts of SO (Gen/F&A/S&P) & PS for the Vacancy Year 2026 – reg.

Madam/Sir,

The DPC meeting for considering promotion of the ASOs (Gen/F&A/S&P) & Sr. Stenos to the posts of SO (Gen/F&A/S&P) & PS for the Vacancy Year 2026 is to be convened shortly at CSIR Hqrs. Enclosed list contains the tentative details of ASOs (Gen/F&A/S&P) & Sr. Stenos likely to be in the Vacancy Zone.

2. Accordingly, it is requested that, the following information/documents may kindly be provided in respect of the officials of your Lab/Instt: -

(i) Kindly update the APAR on SPARROW for the years **2019-20, 2020-21, 2021-22, 2022-23 and 2023-24 (i.e. only Five Years O-APARs)**. In case of non-availability of any O-APAR for the aforesaid period from 2019-20 to 2023-24, the reason for non-availability may be enclosed and additional previous O-APARs in respect of concerned officials may be forwarded. O-APARs may be sent thereafter special messenger/speed post.

(ii) A certificate should be given in enclosed proforma (format enclosed) in respect of O-APARs of each official.

(iii) It is advised that photocopies of ACRs/O-APARs may be retained at your end for your records at your Lab/Instts.

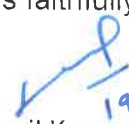
(iv) It may also be certified as to whether: -

- he/she/they is/are under suspension.
- Any charge-sheet has been issued to him/her/them and disciplinary proceedings is/are pending against him/her/them.
- Any prosecution for a criminal charge(s) is/are pending against him/her/them; and
- he/she/they is/are undergoing any penalty imposed on him/her/them under
- Vigilance clearance in accordance with CVO Circular No. 15-6(83)/98-O&M-III dated 04.03.2022.



3. The above information/documents duly completed in all respects may kindly be sent to this office latest by 22.12.2025.

Yours faithfully,


(Sunil Kumar)
Deputy Secretary

Encl: (i) List
(ii) O-APAR certificate format

Cop for similar action to: -

1. Heads – HRDG/HRDC
2. DS (CO) / DS CSIR Cx.
3. Office Copy

**DETAILS OF ELIGIBLE ASSISTANT SECTION OFFICERS (GENERAL) BEING
CONSIDERED FOR PROMOTION TO THE POSTS OF SECTION OFFICER (GENERAL)
FOR THE VACANCY YEAR 2026**

Annexure 'A'

Sl. No.	Name and Educational Qualification	D.O.B.	D.O.A. ASO (Gen)	D.O.A. SSA/JSA (Gen)	Lab/Instt	SC/ ST/ PH	Remarks
1	Sh. Geeg Raj Saini	15.01.66	29.04.2005	22.04.1996 10.08.1992	NEERI		DPC Debarred upto 07.08.26
2	Ms. Sandhya B Gokhe, HSC	15.02.67	04.07.2005	15.05.1997 02.11.1992	NEERI	ST	DPC Debarred upto 31.07.26
3	Sh. A.S. Badheka BA	28.12.71	18.01.2008	08.07.2002 20.06.1997	CSMCRI		DPC Debarred upto 05.01.26
4	Sh. Narasimha Murthy, M.Com	27.12.71	13.10.2010	26.11.1999 (JST)	NAL		DTQ
5	Sh. Sudip Ghosh B.Com	04.11.71	18.10.2010	11.04.2001 (JST)	CGCRI		DTQ
6	Sh. Shiv Kumar BA	05.06.68	13.10.2010		CBRI	SC	DTQ
7	Sh. Venkataramana Swamy HG, B.Sc	06.04.72	28.04.2009	09.01.2003 01.12.1999	NAL		DPC
8	Sh. Prakash MM B.Com	19.12.71	28.04.2009	09.01.2003 02.11.1999	NAL		DPC
9	Sh. Manmohan Singh Grover, 10 th	11.08.68	22.12.2009	01.04.1994 09.01.1985	CSIR Cx.		DPC
10	Sh. Surendra Singh Inter	17.06.74	24.12.2009	16.09.1997 06.08.1993	CSIR HQ.		DPC
11	Sh. Hemant Kumar MA	18.03.73	01.04.2010	20.01.2004 21.08.1996	IGIB	SC	DPC
12	Sh. Nyniappan V BA	08.07.69	14.10.2010	29.04.1997 12.08.1991	CLRI		DPC
13	Sh. Pranjal Dhar Divedi	01.05.82	22.11.2010		NIScPR		DRQ
14	Mś. V. Sridevi MA	14.11.75	18.11.2010	22.10.1999 06.09.1996	CMC	SC	DPC
15	Ms. Anju B.A.	01.06.71	30.12.2010	29.04.1998 01.02.1995	CSIR HQ.		DPC
16	Ms. Geeta 12 th	28.02.73	30.12.2010	12.09.2000 20.09.1996	CSIR HQ	SC	DPC
17	Sh. Rajinder Singh Matric	01.04.68	31.12.2010	22.02.2001 28.10.1991	IIIM		DPC
18	Sh. Jagdish Prasad	01.01.82	22.11.2010		CDRI		DRQ

Sl. No.	Name and Educational Qualification	D.O.B.	D.O.A. ASO (Gen)	D.O.A. SSA/JSA (Gen)	Lab/Instt	SC/ ST/ PH	Remarks
19	Sh. R.K. Sahu BA (H)	08.05.71	12.01.2011	27.03.1997 28.11.1989	CIMFR		DPC
20	Ms. M. Vinodini BA	15.06.70	24.01.2011	28.11.1995 24.12.1990	NGRI	ST	DPC
21	Sh. Bhagwan Singh Matric	05.05.67	01.02.2011	23.02.2001 22.05.1990	CIMFR		DPC
22	Mrs. G. Prabha Raghavan Rao, SSC	05.07.67	01.03.2011	14.05.1999 10.10.1995	NEERI	ST	DRQ (Excess DPC adjusted against DRQ)
23	Ms. Sreelakshmi DR B.Com	01.05.73	01.03.2011	25.02.2005 13.08.2001	NAL		DRQ (Excess DPC adjusted against DRQ)
24	Sh. Anil Kumar Yadav B.Sc	17.04.81	22.11.2010		CSIO		DRQ
25	Sh. Devashish Abrol	03.08.81	07.10.2011		NBRI		DRQ
26	Sh. Vikram Singh Yadav, 10 th	19.11.66	24.08.2011	24.06.1993 07.01.1988	NPL		DPC
27	Ms. Subarna Roy B.Sc.	25.11.71	01.10.2011	14.12.1995 23.01.1991	CGCRI		DPC
28	Sh. Deep Chandra MA	17.06.79	29.12.2011		NBRI		DTQ
29	Sh. Basavaraju C MA	17.03.68	02.11.2011 (AN)	04.09.2002 06.05.1998	CFTRI	SC	DPC
30	Sh. Ravi Chand Inter	20.08.68	03.11.2011	08.12.1999 04.09.1996	NPL	SC	DPC
31	Sh. Gurcharan Singh Inter	26.08.71	02.01.2012	23.06.1997 13.11.2003	CSIR Cx	SC	DPC
32	Ms. Shashi Singh 12 th	19.01.70	02.01.2012	18.07.2001 10.04.1997	CSIR HQ	SC	DPC
33	Sh. Mithu Hari Matric	03.04.79	01.02.2012	20.03.2002 02.05.1997	CIMFR	SC	DRQ (Excess DPC adjusted against DRQ)
34	Sh. Rajendra Prasad L, SSLC, DCA	24.06.72	20.02.2012	09.01.2006 16.09.2002	NAL	SC	DRQ (Excess DPC adjusted against DRQ)
35	Sh. Asit Wilson Kujur BA	19.01.82	28.12.2011		CSIR HQ	ST	DTQ
36	Sh. Arun Kumar B.Sc	30.10.76	29.12.2011		NBRI	SC	DTQ
37	Sh. Sant Lal BA	14.11.73	30.12.2011		CIMAP	SC	DTQ
38	Sh. Rupender Jit High School	14.03.77	04.04.2012	28.09.2004 20.07.2000	NPL	SC	DPC
39	Ms. Minakshi S Meshram, B.Com	30.01.70	07.08.2012	31.01.2002 24.11.1998	NEERI	SC	DRQ (Excess DPC)

Sl. No.	Name and Educational Qualification	D.O.B.	D.O.A. ASO (Gen)	D.O.A. SSA/JSA (Gen)	Lab/Instt	SC/ ST/ PH	Remarks
							adjusted against DRQ)
40	Sh. Vijaya Kumar R M.Com	05.12.77	26.12.2012	28.02.2008 05.01.2004	NAL	SC	DTQ
41	Ms. M. Vanijayaleela B.Sc	04.05.73	28.12.2012		SERC	SC	DTQ
42	Sh. Kumaran K BA	15.05.72	28.12.2012	05.01.2007 05.09.2003	CLRI	SC-PH (hearing impairment)	DTQ
43	Sh. Kamalanathan S SSLC	03.07.72	27.06.2013	13.01.2006 05.11.2002	CLRI	SC	DPC
44	Sh. J.N. Parmar DME	08.12.75	18.09.2013	18.01.2008 14.05.2002	CSMCRI	ST	DPC
45	Mrs. B. Koteshwari Inter	07.03.67	02.05.2014	25.06.1997 28.03.1994	IICT	SC	DPC
46	Ms. Anita Devi MA	15.07.77	01.09.2014	01.01.2009 15.06.2005	IIP	SC	DRQ (Excess DPC adjusted against DRQ)
47	Sh. Brij Mohan BA	18.10.79	01.01.2015 (F/N)	31.03.2005 05.07.2001	CSIO	SC-PH (Locomotor disability)	DRQ (Excess DPC adjusted against DRQ)

**DETAILS OF ELIGIBLE ASSISTANT SECTION OFFICERS (FINANCE & ACCOUNTS) BEING
CONSIDERED FOR PROMOTION TO THE POSTS OF SECTION OFFICER (FINANCE &
ACCOUNTS) FOR THE VACANCY YEAR 2026**

Annexure 'B'

Sl. No.	Name and Educational Qualification	D.O.B.	D.O.A. as ASO (F&A)	D.O.A. SSA/JSA (F&A)	Lab/Instt	SC/ST/PH	Remarks
1	Sh. Probin Kr. Phukan, B.Com	27.02.66	30.12.2011		NEIST		DTQ
2	Ms. K. Uma Maheswari, BA	28.09.80	28.12.2012		SERC		DTQ
3	Ms. Seema Sharma, B.Com	14.07.71	27.12.2012		CSIR HQ		DTQ
4	Ms. Sunita Yadav BA	03.02.76	29.01.2013		CSIR Cx		DTQ
5	Sh. Jitender Singh Negi, B.Com	16.06.79	27.12.2012		IIP		DTQ
6	Sh. Ajay Kumar BA	01.03.80	31.12.2012	12.05.2008 (Jr. Steno)	CDRI		DTQ
7	Sh. Ranjan Kumar Sinha, I.Sc	29.01.80	25.03.2014	25.11.2002 01.04.1999	CIMFR		DPC
8	Sh. Sanat Mondal B.Com	15.10.76	01.04.2015	19.02.2010 21.04.2006	CGCRI	SC	DPC
9	Sh. Mirza Faizulla Baig, SSC	05.06.68	15.12.2015	06.04.2009 14.08.2002	NGRI		DPC
10	Ms. Kusum Tripathi BLIS, MA	10.12.78	29.12.2015		CSIR HQ		DPC
11	Sh. Satbir Singh Graduation	23.08.75	29.12.2015	24.02.2010 09.03.2006	NPL		DPC
12	Sh. Santosh Kumar I.Com	07.01.78	05.02.2016	12.01.2011 10.04.2006	CIMFR		DPC
13	Mrs. Shravni Sachin Pandirkar, B.Com, MS-CIT	01.04.80	01.03.2016	13.05.2009 01.12.2005	NIO		DPC
14	Sh. S. Shujath Hussain, Inter	31.03.67	01.04.2016	27.09.2001 23.08.1996	IICT		DPC
15	Sh. Muhammad Zafar Ahmad, SSC	05.11.76	01.07.2016	29.11.2004 03.03.1998	IICT		DRQ (Excess DPC adjusted against DRQ)
16	Sh. Ravindra Kumar Sharma, Sr. Sec.	14.08.76	08.07.2016	10.05.2010	CEERI		DPC
17	Smt. Aruna Kumari M. Com	12.11.80	25.07.2017	11.05.2009 03.11.2005	IHBT		DPC

**DETAILS OF ELIGIBLE ASSISTANT SECTION OFFICERS (STORES & PURCHASE)
BEING CONSIDERED FOR PROMOTION TO THE POSTS OF SECTION OFFICER
(STORES & PURCHASE) FOR THE VACANCY YEAR 2026**

Annexure 'C'

Sl. No.	Name and Educational Qualification	D.O.B.	D.O.A. as ASO (S&P)	D.O.A. SSA/JSA (S&P)	Lab/Instt	SC/ST/PH	Remarks
1	Sh. M. Palanisamy B.E.(Mech)	24.03.70	17.07.1997		SERC	SC	DRQ Debarred for promoton upto 26.02.26
2	Sh. Nalin Kumar MA	17.03.79	01.03.2005		CIMFR		DRQ Debarred for promoton upto 07.01.26
3	Sh. Kalam Singh Chauhan, BA	17.12.70	24.05.2008		CBRI	ST	DPC Debarred for promoton upto 31.08.26
4	Sh. Damodara E B.Com	03.10.71	28.04.2009	09.01.2003 11.01.1999	NAL	SC	DPC Debarred for promoton upto 01.06.26
5	Sh. Mokshendra N B.Com, DME, NAC	19.07.68	01.02.2010	09.01.2003 03.11.1999	NAL		DPC
6	Sh. Vijendra Singh 12 th	11.06.66	07.05.2010	09.08.1999 03.09.1984	CEERI		DPC
7	Sh. P.G. Kelapure B.Sc	31.03.69	09.08.2010		NEERI		DPC
8	Sh. M P Chouganjkar, B.Com	09.06.72	09.08.2010		NEERI		DPC
9	Sh. Mohan Kumar Tudu, I.Com	04.02.67	12.01.2011	01.01.2016 (SSA)	CIMFR	ST	DPC
10	Sh. Bir Singh 12 th	22.11.74	01.04.2011		IMT	SC	DPC
11	Sh. Rajeev Sud BA	22.11.67	29.12.2011		IHBT		DTQ
12	Ms. Malini R B. Com, DCP	07.12.79	29.12.2011		NAL		DTQ
13	Sh. C. Nataraju B.Com	15.06.66	03.09.2012	04.07.2003 19.09.1994	IICT	SC	DPC
14	Sh. Jogendra Singh BA	17.10.77	26.12.2012		CEERI	SC	DTQ
15	Sh. V.K. Dussya BA	12.11.73	28.12.2012		CRRI	SC	DTQ

**DETAILS OF ELIGIBLE SENIOR STENOGRAPHERS BEING CONSIDERED FOR PROMOTION
TO THE POST OF PRIVATE SECRETARY FOR THE VACANCY YEAR 2026**

Annexure 'D'

Sl. No.	Name and Educational Qualification	D.O.B.	D.O.A. Sr. Steno	D.O.A. Jr. Steno	Lab/Instt	SC/ST/PH	Remarks
1	Ms. M. Nageswari B.Sc	01.05.77	07.01.2008	11.09.2002	CECRI		DPC Debarred for promotion upto 16.03.26
2	Ms. T. Chithradevi, BA	04.05.73	07.01.2008	11.09.2002	CECRI		DPC Debarred for promoton upto 16.03.25
3	Sh. Raj Kumar BA	15.08.74	22.01.2009	14.07.2003	CDRI	SC	DPC Debarred for promoton upto 26.01.2026
4	Sh. Mohammad Sufiyan, B.Com	14.11.75	09.10.2009	07.07.2003	CDRI		DTQ Debarred for promoton upto 11.12.25
5	Ms. D. Umarani BA	06.04.75	15.03.2011	09.07.2003	CECRI		DTQ Debarred for promoton upto 28.04.26
6	Ms. Shashikala B C BA, LLB	17.11.71	20.02.2012	20.12.1999	NAL		DPC Requested to forego promotion vide application dated 05.12.25
7	Sh. S.T. Chouthie HSC	01.06.80	21.09.2012	14.05.2003	NCL		DTQ
8	Sh. Rajender Kumar BA	17.07.74	23.07.2013	16.05.2005	IIP	SC	DPC Debarred for promotion upto 06.03.26
9	Ms. Shaloo Vanodhia, BA	06.09.73	23.07.2013	27.07.2005	IIP		DPC Debarred for promotion upto 06.03.26
10	Ms. Niraj M.Phil.	16.07.77	31.12.2013	13.04.2007	CSIR HQ		DPC
11	Ms. Dolly Kaushal	13.05.78	05.05.2014	05.11.2002	CRRRI		DPC

Sl. No.	Name and Educational Qualification	D.O.B.	D.O.A. Sr. Steno	D.O.A. Jr. Steno	Lab/Instt	SC/ST/PH	Remarks
	MA, DCL		(AN)				
12	Sh. Vineet Pandey BA	29.11.83	09.05.2014	12.05.2008	CDRI		DPC Debarred for promoton upto 21.07.2026
13	Ms. Sarita Kumari B.A. & Stenography in Hindi from ITI	08.10.86	30.09.2014	10.03.2008	CSIO	SC	DPC
14	Sh. Himanshu Upadhyay, BA	06.06.84	20.03.2015	12.05.2008	CDRI		DPC
15	Ms. Brijita Pramodhini B.Com	15.07.73	22.07.2015	03.08.2001	NAL		DTQ
16	Smt. Archana Agarwal, BA	21.03.77	23.12.2015	16.08.2002	IITR		DTQ
17	Sh. Surendra Kumar B. Com	30.08.74	31.12.2015	25.05.2008	CDRI		DTQ
18	Sh. Ram Bilas MA	23.11.73	18.03.2016	06.09.2001	IITR	SC	DPC
19	Smt. Suman Yadav MA	21.08.77	17.05.2017	05.08.2002	IITR	PH	DPC
20	Smt. Shanthi S 10 th	10.02.68	24.08.2017	29.01.1996	SERC		DPC

Certificate to be given by Labs/Instts in r/o every O-APAR folder

*(All the column must be filled, please write **NIL**, if not applicable)*

Name of Official	
Date of Birth	
Present Designation	
Lab/Instt	

1. Position regarding year wise availability of O-APAR (S) in respect of above officials is as under: -

Reporting Year	Please Write  Available or Not Available	In case the O-APAR (S) for the reporting year or part thereof is not available, then the reason for Non-availability of O-APAR (S) along with the statement that whether the above official had submitted O-APAR (S) including the date of submission. Remarks, if any.

2. Following (s) are certified in respect of above O-APAR (S) as per detail (s) given at the table above at point no. (1) in respect of the above official: -

- (i) That all the above available O-APAR (S) have already been communication to the above official and no representation is pending as on date against grading/adverse remarks etc. in the above O-APAR (S).
- (ii) That all the above O-APAR (S) have been taken on records by this Lab/Instt and duly complete in all respect so these are treated as final.

The above information is certified as per records of this Lab/Instt.

Signature of Sr. COA/COA/DS/AO/US with Date