



भारत का नवाचार हंजन
The Innovation Engine of India

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



अंतर्राष्ट्रीय सहकारिता वर्ष
सहकारी समितियाँ एक वैदेहतर
दुनिया का निर्माण करती हैं

No. 5-1(14)/2008-PD Part (1)

Dated 30.12.2025

From : Joint Secretary (Admn.)

To : The Directors/Heads of all CSIR National Labs./Instts./Hqrs./Units

Sub: Forwarding of proposals for Revival of posts to CSIR-Hqrs - reg.

Sir / Madam,

Kind attention is invited to CSIR letter No. 5-1(14)/2008-PD dated 25.01.2024 forwarding therewith Department of Expenditure (DoE) OM No. 7(1)/E.Coord-I/2017(Part.III) dated 04.01.2024 regarding Compendium of instructions for Creation, Revival, Continuation, Conversion, Transfer, Up-gradation, Down-gradation and Abolition of posts in Autonomous Bodies under Central Government forwarded for information, guidance and compliance.

2. As per Para 5.1 of ibid OM, "*a post lying vacant for more than 5 years from the date of creation or date of falling vacant, shall stand abolished.*" Further, a post stand abolished may be revived with prior approval of Department of Expenditure in respect of cases mentioned in Para 5.2 of the said OM and also reproduced below :

- (i) the recruitment process has been initiated within 4 years of the creation/arising of vacancy and is underway but appointment orders have not been issued within the period of 5 years, or
- (ii) there are specific Court directions requiring the filling of a post, or
- (iii) filling of posts was delayed due to Court orders on finalization of seniority lists/filling of the posts etc., or
- (iv) promotion posts under reservation quota could not be filled due to non-availability of eligible candidates in the feeder grade, or
- (v) posts are essential for functioning of the institute and for which matching savings can be provided by the organization by surrendering live posts without compromising the hierarchy of the Cadre or affecting the promotional channels of the feeder grades in the same hierarchy.

3. In this regard, it is stated that the proposals seeking revival of post from various Labs./Instts. has been examined and it has been observed that the Labs./Instts. are not submitting the proposals of revival under Para 5.2 of afore-cited DoE OM dated 04.01.2024 and forwarded the proposal for revival of post which do not fall under any of the cases stipulated under Para 5.2. Here, it is also mentioned that in accordance with para 5.5 of the

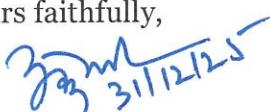
aforesaid OM that once a post is deemed to be abolished (unless covered under para 5.2) it shall not be filled, except by creating it *de novo* by following the procedure under para 3.

4. In view of the above, I am directed to request you that any proposal for revival of posts which is not covered under the cases as stipulated under Para 5.2 of the DoE OM dated 04.01.2024 shall not be forwarded to CSIR-Hqrs. and all proposals for revival of posts should invariably mention the case under which the revival have been sought.

5. Further, for the cases covered under Para 5(v), it is mandatory to provide matching savings by the Lab./Instt. by surrendering live posts without compromising the hierarchy of the Cadre or affecting the promotional channels of the feeder grades in the same hierarchy and the details of the same shall be mentioned at S. No. 14 of the Annexure-II.

6. It is also requested that the procedure prescribed for forwarding of proposals for revival vide CSIR letter dated 23.10.2024 (attached), may be strictly followed.

Yours faithfully,


(Amrendra Kumar)
Under Secretary (PD)

Encls -As above

Copy to:

1. Sr.DS/Sr.COA/DS/COA/US/AO of all national CSIR Labs./Instts./Units/CSIR Hqrs
2. CSIR website
3. Office Copy



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Anusandhan Bhawan, 2, Rafi Marg, New Delhi- 110 001



No. 5-1(11)/2008-PD

23.10.2024

Dated _____

From

संयुक्त सचिव (प्रशासन)
Joint Secretary (Admn.)

To

The Directors/Heads of all CSIR National Labs./Instts./Hqrs./Units

Sub :Forwarding of proposals for creation/revival of posts to CSIR-Hqrs. – reg.

Sir / Madam,

Kind attention is invited to Department of Expenditure OM No. 7(1)/E.Cord-I/2017(Part.III) dated 04.01.2024 regarding Compendium of instructions for Creation, Revival, Continuation, Conversion, Transfer, Up-gradation, Down-gradation and Abolition of posts in Autonomous Bodies under Central Government forwarded by CSIR vide letter No. 5-1(14)/2008-PD dated 25.01.2024 for information, guidance and compliance.

2. The ibid DoE OM dated 04.01.2024 at Para 3.5 provides that proposals for creation of post shall be submitted on file along with the prescribed checklist issued by DoE (Annexure-I of DOE OM dated 04.01.2024).

3. Further, under Para 5.3 of the OM, it provides that proposal for revival shall be submitted along with a detailed chronology of events indicating the circumstances which led to non-filling of the vacancy and functional justification for revival as per prescribed checklist (Annexure-II of DOE OM dated 04.01.2024).

4. Recently, this office is in receipt of proposals of creation/revival of post, however, checklist Annexure-I/Annexure-II of DOE OM dated 04.01.2024 are not forwarded along with proposals.

5. In view of the above, it is requested that all proposals may kindly be forwarded as under :

- a. Proposals for creation of post shall be in accordance with Para 3.5 of the ibid OM along with the prescribed checklist in Annexure-I of DOE OM dated 04.01.2024 duly vetted by Local Finance and signed by Sr. CoA/CoA/AO and Director of the Lab./Instt.
- b. Proposals for revival of post shall be in accordance with Para 5.3 of the ibid OM along with a detailed chronology of events indicating the circumstances which led to non-filling of the vacancy and functional justification for revival

as per prescribed checklist in Annexure-II of DOE OM dated 04.01.2024 duly vetted by Local Finance and signed by Sr. CoA/CoA/AO and Director of the Lab./Instt.

6. Any proposal for creation/revival of posts already forwarded to CSIR-Hqrs. may kindly be re-examined by Labs./Instts. as per Para 5 above and requested to kindly forward the proposals accordingly.

Yours faithfully,



23/01/2024

(M Arun Manikanda Bharathi)
Under Secretary (Policy Division)

Copy to:

1. Sr. CoA/ CoA/ AO of CSIR Labs/Instts.
2. Office copy