

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



No.: 22-1(2)/2005-ISTAD

Dated: 29.04.2026

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

**Subject: Reiteration of the provision of CSIR Foreign Deputation Guidelines-  
regarding availing of sabbatical leave in India and abroad by CSIR scientists.**

Sir/Madam,

I am directed to draw your kind attention to CSIR circular letter of even number dated 16.03.2005(copy enclosed) whereby, *inter alia*, it was communicated that the Competent Authority had granted approval to the delegation of power to the Directors of the CSIR labs/Instts to sanction Sabbatical leave abroad [as per the terms & conditions mentioned in the CSIR Foreign deputation Guidelines( CSIR-FDG) 1996, as amended from time to time] in r/o Scientists up to the level of Scientist F ie Gr IV(5){ later renamed as Senior Principal Scientist}.

**The aforesaid provision for availing sabbatical leave abroad (as per the terms & conditions mentioned in the CSIR-FDG, as amended from time to time) by Scientists of CSIR labs/Instts, is hereby reiterated.** As regards Sabbatical leave **to be availed within India**, the Director of the concerned CSIR Lab/Instt is fully empowered to approve the Sabbatical leave for all Scientists. Accordingly, the Directors of all CSIR labs/Instts shall encourage and promote scientist visits to industries and academic institutions on Sabbatical leave. The Directors of CSIR Labs/Instts are also encouraged to proactively identify ongoing collaborations where a sabbatical exchange would be productive, rather than waiting for scientists to apply.

Yours faithfully

*Vandana*  
29/04/2026

(VANDANA DIGVIJAY SINGH)  
DEPUTY SECRETARY ISTAD

वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद  
अनुसंधान भवन, 2, रफी मार्ग, नई दिल्ली-110001  
Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001  
Vandana Digvijay Singh  
Deputy Secretary & CPIO  
Council of Scientific & Industrial Research  
Government of India

Enclosed : as above



Telfax: 3739041  
Tel: 91-11-3711134  
PABX: 3711251; 3710144; 3710138 Ext: 220  
Fax: 91-11- 3739041, 3710618, 3714788  
E.mail: svsarma@CSIR.res.in

**COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH**  
Anusandhan Bhavan, Rafi Marg, New Delhi - 110 001.

From,

The JS(A) & Head  
International S & T Affairs Directorate

File No.: 22-1(2)/2005-ISTAD  
Dt: 16<sup>th</sup> March, 2005

To

The Directors of all National Labs./Instts. of CSIR

**Sub:- Delegation of powers to the Directors to approve deputation of Scientists  
Abroad.**

Sir,

In continuation of this Office letter No.22-1(1)/2005-ISTAD dated 3rd February, 2005, I am directed to communicate the approval of the competent authority to the delegation of power to sanction visits/deputation abroad of the following nature as well, in respect of CSIR Scientists of respective Labs./Instts. up to the level of Scientist F i.e. Gr.IV(5):

1. Assignments:

- i) Assignments on Foreign Service terms.
- ii) Assignments on leave due and admissible.
- iii) Assignments on Extraordinary Leave.

2. Fellowships/Scholarships:

- i) Prestigious Fellowships recognized by the CSIR.
- ii) Fellowships/Scholarships offered through nodal Ministries of the Gov.

3. Study Leave abroad.

Sabbatical Leave abroad.

4. Oceanographic cruises - These visits have to be treated as ad hoc visits and the expenditure has to be borne by the sponsoring agency/Laboratory within the frame work of the Guidelines.

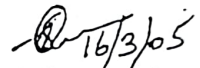
*16/3/05*

Contd...

It may be reiterated that the Labs./Instts. are required to forward a monthly report of all such visits which were cleared by the Director to the DG, CSIR for information and record.

These delegations are subject to CSIR Foreign Deputation Guidelines, 1996 and amendments issued from time to time.

Yours faithfully,



[S.V. Sarma]

Under Secretary, ISTAD

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1. DS in the Office of DG, CSIR
2. US in the Office of JS (A)
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