

**CSIR – Human Resource Development Group**  
**सी.एस.आई.आर - मानव संसाधन विकास समूह**  
**सीएसआईआर (कॉम्प्लेक्स), पूसा रोड, नई दिल्ली - 110012**  
**CSIR ( Complex ), Pusa Road , New Delhi-110012**

**कार्यालय ज्ञापन / OFFICE MEMORANDUM**

सं/ No. - 4(46-01)19-E-III(Cx.)20

दिनांक/Date: 17.08.2022

**विषय: CSIR FOUNDATION DAY - 2022 के सन्दर्भ में।**

**Sub: CSIR FOUNDATION DAY - 2022 – reg.**

सन्दर्भ: पत्र सं 6-9(150)/2022-E.III दिनांक 05.08.2022

Ref.: Letter no. 6-9(150)/2022-E.III dated 05.08.2022

सीएसआईआर पत्र सं 6-9(150)/2022-E.III दिनांक - 05.08.2022 (प्रतिलिपि संलग्न) जो उक्त विषय के सम्बन्ध में है , सीएसआईआर (कॉ) में कार्यरत सभी अधिकारियों / कर्मचारियों की जानकारी के लिए अद्योषित किया जाता है।

CSIR letter No. 6-9(150)/2022-E.III dated - 05.08.2022 (copy attached) on the above subject is enclosed for the information of all CSIR Complex officers/employees.

साथ ही जो कर्मचारी सीएसआईआर में 25 वर्ष की सेवा पूर्ण कर चुके हैं उनकी संभावित (tentative) सूची सभी की जानकारी के लिए संलग्न है।

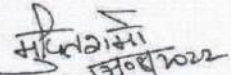
A tentative list of employees who have completed 25 years of service in CSIR is attached for the information of all.

सभी स्टाफ सदस्यों से अनुरोध है की सम्भावित सूची में दर्शाई गयी जानकारी को किसी प्रकार की त्रुटियों के लिए जांच लें | साथ ही, यदि किसी स्टाफ सदस्य ने सी.एस.आई.आर में २५ वर्ष की सेवा पूर्ण कर ली है और उनका नाम उक्त सूची में दर्शाया नहीं गया है, वह इसकी सूचना अद्योहस्ताक्षरी को जल्द से जल्द अथवा दिनांक 23 अगस्त 2022 (3:00 बजे) तक दें |

All staff members are requested to check and confirm the details mentioned in the tentative list for any discrepancy. Further, if any staff member has rendered 25 years of service in CSIR and his/her name does not appear in the above list, the same may be brought to the notice of the undersigned immediately or latest by 23<sup>rd</sup> August 2022 (3.00 PM).

यदि कोई त्रुटी या नाम शामिल करने का अनुरोध उक्त दी गई समय सीमा पूर्ण होने तक प्राप्त नहीं होता है तो इसी सूची को अंतिम सूची मन जाएगा | स्थापना अनुभाग द्वारा कोई अन्य संशोधित सूची जारी नहीं की जाएगी |

If no discrepancies or requests for the addition of a name are received by the above-mentioned date & time, the above list shall be considered final. No separate revised list shall be circulated by the Establishment Section.

  
(मुदित शर्मा/Mudit Sharma)  
अनुभाग अधिकारी/Section Officer

प्रतिलिपि / Copy:

1. प्रमुख मा.सं.वि.स के निजी सचिव / P.S to Head HRDG
2. प्रमुख आर.ए.बी के प्रधान निजी सचिव / P.P.S to Head RAB
3. वरिष्ठ उप सचिव (ई.एम.आर) / Sr. Deputy Secretary (EMR)
4. उप सचिव (कॉम्प्लेक्स)/परीक्षा / Deputy Secretary ( Complex )/ Examination
5. उप वित्तीय सलाहकार (कॉम्प्लेक्स)/ ई.एम.आर / Deputy Financial Advisor (Complex)/ EMR



6. भंडार एवं क्रय अधिकारी (सीएसआईआर कॉम्प्लेक्स) / Stores & Purchase Officer (CSIR Complex)
7. मुख्य अभियंता (ई.एस.डी) / Chief Engineer (ESD)
8. अवर सचिव (कॉम्प्लेक्स) / Under Secretary (Complex )
9. सभी प्रभाग/अनुभाग के प्रमुख/अनुभागीय प्रमुख / All Divisions/Section Heads/Sectional Heads
10. प्रमुख आई.टी - उक्त परिपत्र को HRDG website पर प्रकाशित करने हेतु। / Head IT - To publish the said circular on HRDG website.
11. सीएसआईआर (कॉम्प्लेक्स) के सभी सूचना पट्ट / All notice boards of CSIR (Complex)
12. कार्यालय प्रति / Office copy





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



No.6-9(150)/2022-E.III

Dated 05.08.2022

The Directors of all CSIR Laboratories/Institutes

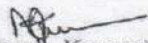
Dear Madam/Sir,

As in the previous years, CSIR Hqrs. and its Labs/Instts. will be celebrating the CSIR Foundation Day this year, on 26<sup>th</sup> September, 2022 (Monday). The Foundation day would also be an "Open Day" and Labs./Instts. may arrange exhibitions inviting students and public, in general, to visit the Lab/Instts. to interact with the scientists on this occasion. Keeping in view of the COVID protocols in respective regions/states, events such as Essay, Quiz based on General Science, Sports events and Painting Competitions with giving away of awards/prizes to the winners on the Foundation Day may be organized alongside any other function befitting the occasion. The detailed guidelines for celebrating the CSIR Foundation Day are annexed with this letter.

During 2020 & 2021 some of the Labs/Instts. might not have organised foundation day function, they may include left out cases of the previous years (2020 & 2021), if any, as per the guidelines enclosed below. You are requested to observe the Day with whole hearted vigor and dynamism.

You are also requested to kindly forward a gist of the Foundation Day celebrations along with relevant information relating to events, prize/awards etc.

Yours faithfully,

  
(M. Ananda Kumar)  
Deputy Secretary(CO)

Encl: as above



It may kindly be noted that the conditions mentioned above in Para 2 are common to all categories of employees during 2020, 2021 & 2022 respectively and are also applicable to the retirees as communicated earlier vide letter No.6-9(150)/2007-III dated 17<sup>th</sup> August, 2007 (copy enclosed).

3. If any employee who has completed 25 years service has already proceeded or is likely to proceed on deputation/LOL or foreign service assignments, study leave, sabbatical leave, etc. for a continuous period of one year or more and is not likely to be present on 'CSIR Foundation Day 2022', his name may be included in the list for the year in which he will be present on the next and subsequent CSIR Foundation Day.
4. The necessary verification of documents for the purpose of award of Studentship, Cash Award, etc. will be done by the concerned Lab/Instt. However, a list of wards of the employees found eligible for award of studentship/cash awards etc. may be sent to Hqrs. for record. Further, it has been decided that Samman Patras to be awarded to the retirees on the Foundation Day be prepared at the Laboratory/Institute level. In order to maintain uniformity of the Samman Patras a copy of sample Certificate is enclosed herewith. Such Samman Patras will be signed by the Heads of the respective Labs./Instts. The list of retirees and employees who retired voluntarily during the preceding year after rendering 30 years of service may be sent to Hqrs. for record.
- (5) The expenditure listed in Para 1 is to be debited to the relevant budget heads against regular budget allocation from CSIR. The expenditure for items listed in Para 1(i) and (ii) is to be debited to the Centrally Operated Budget Head P-80-8-06-01 earmarked for the Foundation Day Celebrations. The expenditure against Para 1 (iii), (iv) and (v) is to be debited to I-Recoupment and recoupment be sought from CSIR Hqrs.

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Annexure to letter No. 6-9(150)/2022-E.III dated 05.08.2022.

Detailed guidelines for the celebration of CSIR 81<sup>st</sup> Foundation Day on 26.09.2022.

1. The following awards/mementoes shall be given to the deserving categories of employees and their children by the Lab./Instt.:-

- (i) Wrist watch or any other memento with CSIR Logo befitting the occasion costing up to Rs.1500/- to Council employees who have completed 25 years of continuous service of CSIR. In respect of canteen employees alone, regular service rendered by them in CSIR canteens before October, 1991 shall be counted for eligibility;
- (ii) Apart from Wrist watch or any other memento with CSIR Logo mentioned above, a shawl each costing upto Rs.1750/- and a Samman Patra to those who have retired on superannuation from the Council service. The cases of voluntary retirement after rendering 30 years of service may also be considered for mementoes;

The cut off dates for serving and retired employees of this year and of the previous years for both (i) and (ii) above will be as follows:

- (a) **For the year 2020 :** between September 2019 & August 2020 would be on CSIR rolls as on 26.09.2020 (service rendered in other organizations shall not be included)
  - (b) **For the year 2021 :** between September 2020 & August 2021 would be on CSIR rolls as on 26.09.2021 (service rendered in other organizations shall not be included)
  - (c) **For the year 2022 :** between September 2021 & August 2022 would be on CSIR rolls as on 26.09.2022 (service rendered in other organizations shall not be included)
- (iii) Studentship @ Rs.1,500/- per month to the children of CSIR employees who have secured admission in 2020, 2021 & 2022 in B.Tech or integrated M.Sc Course in IITs; Post Graduate Programme (PGP) in Management of two years' duration through Common Admission Test (CAT) in IIMs and MBBS Course in AIIMS, New Delhi and AI/PMC, Pune after qualifying the competitive exam;
  - (iv) One time lump sum cash award of Rs.3000/- to the children of CSIR employees securing 90% marks or above in each of minimum three science subjects in the Senior Secondary Examination (12<sup>th</sup> Class) 2020, 2021 & 2022; and
  - (v) The children of CSIR employees who have secured 100% marks in any science subject in the Senior Secondary Examination (12<sup>th</sup> class) in the year 2020, 2021 & 2022 will be given a onetime lump sum cash award of Rs. 2,000/-.
  - (vi) The children who qualify for both (iv) and (v) above, will be given both the cash awards separately.

2. While preparing the list of the eligible employees, it may kindly be kept in view that an employee shall not be eligible for Memento if he/she during the last five years:-

- a) had been suspended but not exonerated; or
- b) disciplinary proceedings had been initiated but not exonerated; or
- c) adverse entries in ACR/APAR had been communicated but not expunged, from the date of last DPC/ assessment whichever is later.



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Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001



No.6-9(150)/2007-E-III

17<sup>th</sup> August, 2007

All Directors and Heads of CSIR Laboratories/Institutes

Dear Sir,


Kindly refer to CSIR Letter No.6-9(150)/2007-E-III regarding CSIR Foundation Day Celebrations-2007. Some of the labs. have sought clarification on some of the issues which are hereby clarified as under:

Para 3 may be read as "Studentship @ Rs.1,000/- per month to the children of CSIR employees who have secured admission for B.Tech Course in IITs; Post Graduate Programme (PGP) in Management of two years' duration through Common Admission Test (CAT) in IIMs and MBBS Course in AIIMS, New Delhi and AFMC, Pune in 2007 after qualifying the All India Test and to those who have secured admission in 2006 and subsequently for Integrated M.Sc Course in IITs through IIT-JEE" as already conveyed vide our letter dated 24th August, 2006.

In Para 4, the condition is common to all the clauses viz (i), (ii) and (iii) in respect of employees and is applicable to the retirees also.

One of the Labs has sought clarification whether the wife of deceased may be presented mementos on behalf of her husband who has superannuated on 30-4-2007 and died on 11-7-2007. It is clarified that wife/member of the family of the deceased may be considered eligible for awarding of mementos on behalf of the employee who has expired after superannuation.

Yours faithfully,

  
(Yogesh Kumar Sharma)  
Deputy Secretary (CO)



सी.एस.आई.आर - कॉम्प्लेक्स

CSIR - COMPLEX

दिनांक/Date: 17.08.2022

विषय: सी.एस.आई.आर स्थापना दिवस - 2022 के संदर्भ में - सीएसआईआर कॉम्प्लेक्स स्टाफ जिन्होंने सीएसआईआर में 25 साल की सेवा प्रदान की है की सम्भावित सूची |

Sub: CSIR Foundation Day – 2022 – reg - Tentative list of CSIR Complex Staff Who Have Rendered 25 years of Service in CSIR

आगामी सीएसआईआर स्थापना दिवस समारोह - 2022 के अवसर पर सीएसआईआर में [2019 - 2022 के दौरान] 25 साल की सेवा पूर्ण करने वाले स्टाफ सदस्यों की एक अस्थायी सूची संलग्न है:

The following is a tentative list of staff members who have rendered 25 years of service in CSIR [during 2019 – 2022] in lieu of the felicitation on the occasion of the upcoming CSIR Foundation Day Celebrations – 2022:

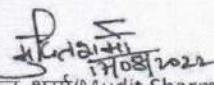
क्रम सं. / S.No.	नाम / Name	पद / Designation	जन्म तिथि / Date of Birth	सी.एस.आई.आर में कार्य ग्रहण करने की तिथि / Date of Joining CSIR Service
<b>GROUP – IV (SCIENTIFIC STAFF)</b>				
1.	डॉ. इन्दर पाल सिंह / Dr. Inder Pal Singh	वरि. प्रधान वैज्ञानिक / Sr. Principal Scientist	15.08.1972	20.03.1996
2.	श्री देबिप्रसाद कर्माकर / Sh. Debiprasad Karmakar	वरि. प्रधान वैज्ञानिक / Sr. Principal Scientist	21.10.1971	22.08.1997
<b>GROUP – III (TECHNICAL STAFF)</b>				
1.	श्री जयंत कुमार वर्मा / Sh. Jayant Kumar Verma	प्रधान तकनीकी अधिकारी / Principal Technical Officer	01.12.1965	16.10.1996
<b>ADMINISTRATIVE STAFF</b>				
1.	श्री अशोक कुमार / Sh. Ashok Kumar (RAB)	अनुभाग अधिकारी (सा.) / Section Officer (G)	10.03.1973	09.09.1996
2.	श्री नरेंद्र मल्लिक / Sh. Narender Malik	सहायक अनुभाग अधिकारी (सा.) / Asstt. Section Officer (G)	19.01.1969	17.04.1997
3.	श्री अशोक कुमार / Sh. Ashok Kumar	सहायक अनुभाग अधिकारी (सा.) / Asstt. Section Officer (G)	08.07.1969	03.06.1996
4.	श्री गुरचरण सिंह / Sh. Gurcharan Singh	सहायक अनुभाग अधिकारी (सा.) / Asstt. Section Officer (G)	26.08.1971	23.06.1997

सभी स्टाफ सदस्यों से अनुरोध है की उक्त सूची में दर्शाई गयी जानकारी को किसी प्रकार की त्रुटियों के लिए जांच लें | साथ ही, यदि किसी स्टाफ सदस्य ने सी.एस.आई.आर में 25 वर्ष की सेवा पूर्ण कर ली है और उनका नाम उक्त सूची में दर्शाया नहीं गया है, वह इसकी सूचना अद्योहस्ताक्षरी को जल्द से जल्द अथवा दिनांक 18 अगस्त 2022 (3:00 बजे) तक दें |

All staff members are requested to check and confirm the details mentioned above for any discrepancy. Further, if any staff member has rendered 25 years of service in CSIR and his/her name does not appear in the above list, the same may be brought to the notice of the undersigned immediately or latest by 18<sup>th</sup> August 2022 (3.00 PM).

यदि कोई त्रुटि या नाम शामिल करने का अनुरोध उक्त दी गई समय सीमा पूर्ण होने तक प्राप्त नहीं होता है तो इसी सूची को अंतिम सूची मन जाएगा | स्थापना अनुभाग द्वारा कोई अन्य संशोधित सूची जारी नहीं की जाएगी |

If no discrepancies or requests for the addition of a name are received by the above-mentioned date & time, the above list shall be considered final. No separate revised list shall be circulated by the Establishment Section.

  
 (मुदित शर्मा/Mudit Sharma)  
 अनुभाग अधिकारी/Section Officer