

सी एस आई आर – केन्द्रीय वैज्ञानिक उपकरण संगठन  
CSIR - Central Scientific Instruments Organisation  
सेक्टर 30 – सी, चंडीगढ़ / Sector 30 - C, Chandigarh

No.CSIO/5(8)/2022-23/Stores/Committee

October 18, 2023

**OFFICE MEMORANDUM**

**Subject: Extension in tenure of Standing Disposal Committee and Technical Committee.**

Director, CSIR-CSIO has been pleased to approve the extension of tenure of below committees relating to stores disposal activities till 31.12.2024 OR till further orders :

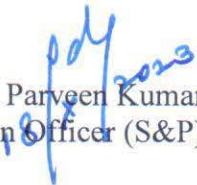
**Standing Disposal Committee** – notified vide OM No CSIO/5(8)/2018-19/Stores/Committee dated 29.10.2020 & 7.4.2021..

1.	Dr.Sanjeev Verma, Chief Scientist	-	Chairman
2.	Dr. Baban Kumar, Sr. Pr. Scientist	-	Member
3.	Ms.Rajni, PTO	-	Member
4.	Sh.Sandeep Kumar, AE (Electrical)	-	Member
5.	FAO / SO(F&A) in absence of FAO	-	Member
6.	AO / SO(G) in absence of AO	-	Member
7.	SPO / SO (S&P) in absence of SPO	-	Member
8.	SO (Stores)	-	Convenor

**Technical Committee** – notified vide OM No CSIO/5(8)/2018-19/Stores/Committee dated 1.1.2021

1.	Dr.Prashant K Mahapatra, Sr.Principal Scientist	-	Member
2.	Sh.Vijay Kumar Meena, Principal Scientist	-	Member
3.	Sh.Sanjay Sharma, Principal Technical Officer	-	Member
4.	Sh.Sarvesh Kumar, Technical Officer	-	Member

Terms of reference of above committees shall remain the same as notified in the referred OMs.

  
Parveen Kumar  
Section Officer (S&P)

Copy to:

- 1) All the members
- 2) PS to Director
- 3) Head ISD for hosting on website.

} through email.

CENTRAL SCIENTIFIC INSTRUMENTS ORGANISATION

SECTOR 30- C CHANDIGARH

CENTRAL STORES

OFFICE MEMORANDUM

CSIO/5(8)/2018-19/Stores-Committee

Date : 01.01.2021

**Subject : Revised Constitution of Technical Committee for Write off of items.**

After Completion of Tenure of Technical Committee constituted vide OM of even no. dated 10/05/2018. Director CSIR-CSIO has been pleased to approve the revised Constitution of Technical Committee comprising of following members for the purpose of considering survey reports submitted by staff members for write off of items lying in their Personal Inventory.

- |  |          |
|--|----------|
| 1. Sh. Prashant Kumar Mahapatra, Sr. Principal Scientist | -Member  |
| 2. Sh. Vijay Kumar Meena, Principal Scientist            | - Member |
| 3. Sh. Sandeep Shinghai, Sr Scientist                    | - Member |
| 4. Sh. Sanjay Sharma, Principal Tech Officer             | -Member  |
| 5. Sh. Sarvesh Kumar, Technical Officer                  | Member   |

The terms of reference of the above committee will be as under:-

- To consider the survey reports submitted by concerned PIR holder for getting items written off and decide as to whether stores are unserviceable / surplus / obsolete as the case may be.
- The Technical Committee will inspect the material physically to be kept at the location to be decided solely by Committee.
- Technical Committee will be met bi-monthly.

**The tenure of the above committee will be from 01.12.2020 to 30.11.2022.** The tenure of the committee can be extended or curtailed with the approval of the competent authority.

This issues with the approval of the Competent Authority

Hindi Version follows.



(S.P.Prabhakar)

Stores and Purchase Officer

Copy to :-

- PS to Director: for information please.
- Sr. CoA / COA/AO's : for information please
- Sr. CoFA / CoFA / F&AO for information please
- Incharge Information and Services Division : with a request to upload to CSIO website
- Notice Board : for information
- All the members of the Committee for information and compliance

सं. सीएसआईओ/5(8)/2018-19/भंडार

10 मई 2018

कार्यालय ज्ञापन

विषय : सीएसआईआर-सीएसआईओ की तकनीकी समिति का गठन

निदेशक, सीएसआईआर-सीएसआईओ ने निम्नानुसार तकनीकी समिति को सहर्ष संस्तुति प्रदान कर दी है :

- |  |       |
|--|-------|
| 1. श्री प्रशांत कुमार महापात्रा, प्रिंसिपल वैज्ञानिक | सदस्य |
| 2. श्री ए. के. शुक्ल, वरिष्ठ वैज्ञानिक               | सदस्य |
| 3. श्री संजय शर्मा, प्रिंसिपल तकनीकी अधिकारी         | सदस्य |
| 4. श्री सर्वेश कुमार, तकनीकी अधिकारी                 | सदस्य |

समिति निम्नलिखित विषयों पर विचार करेगी :

- क. प्रभाग प्रमुख द्वारा अतिरिक्त, अप्रचलित, मरम्मत अयोग्य इत्यादि प्रस्तावित किए गए सामान का निरीक्षण करना तथा निर्णय देना कि सामान या रद्दी माल, फालतू अथवा अप्रचलित, मरम्मत अयोग्य है कि नहीं ।

समिति की बैठक हेतु समस्त सदस्यों का उपस्थित होना आवश्यक है, किंतु अपवाद की स्थिति में बैठक का कोरम 50 प्रतिशत सदस्यों की उपस्थिति से पूरा होगा। किसी सदस्य की असहमति की स्थिति में समिति की कार्यवाही की रिपोर्ट निदेशक, सीएसआईआर-सीएसआईओ के पास भेजी जाएगी, जिनका निर्णय अंतिम होगा।

उपरोक्त समिति का कार्यकाल 07.05.2018 से 06.05.2020 या आगामी आदेशो तक होगा।

भण्डार एवं कय अधिकारी

प्रति :

1. निजी सचिव, निदेशक - कृपया सूचनार्थ हेतु
2. समस्त समिति सदस्य
3. समस्त प्रभाग/अनुभाग प्रमुख
4. सूचना पट्ट
5. प्रभारी एमआईएस - इस कार्यालय ज्ञापन को सीएसआईओ वैबसाइट पर डालने के आग्रह सहित
6. निजी सचिव, प्रशासनिक नियंत्रक I/II - कृपया सूचनार्थ हेतु
7. निजी सचिव, वित्त एवं लेखा नियंत्रक/ वित्त एवं लेखा अधिकारी - कृपया सूचनार्थ हेतु

**CSIR-CENTRAL SCIENTIFIC INSTRUMENTS ORGANISATION**  
**SECTOR 30 C, CHANDIGARH**

CSIO/5(8)/2018-19/Stores/Committee

Date: 10/05/2018

**OFFICE MEMORENDUM**

**Subject :- Constitution of Technical Committee - Regarding.**

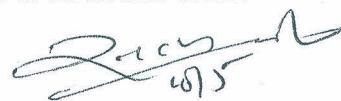
The Director, CSIR-CSIO has been pleased to approve the Constitution of Technical Committee consisting of the following staff members:-

- |  |         |
|--|---------|
| 1. Sh. Prashant Kumar Mahapatra, Principal Scientist | -Member |
| 2. Sh. A.K. Shukla, Sr. Scientist Incharge, MIS      | -Member |
| 3. Sh. Sanjay Sharma, Principal Technical Officer    | -Member |
| 4. Sh. Sarvesh Kumar, Technical Officer              | -Member |

The terms of reference of the above committee will be as under:-

- a. To inspect the materials that are proposed to be declared as surplus obsolete and unserviceable, etc by the HOD's and decide whether the stores are surplus or obsolete and unserviceable as the case maybe.
- b. To decide the mode of disposal.

The tenure of the committee will be from 07/05/2018 to 06/05/2020 or till further order.



(S.P. Prabhakar)

Stores and Purchase Officer

Copy to:

- (1) PS to Director: For information please
- (2) All Members of the Committee
- (3) All Division/Sectional Heads
- (4) Notice Boards
- (5) Incharge, S&M Centre, CSIO New Delhi
- (6) Incharge MIS : Kindly upload this OM on CSIO website