

REMINDER

**NATIONAL INSTITUTE OF SCIENCE COMMUNICATION AND INFORMATION  
RESOURCES, NEW DELHI**

No.2/50/2016-ACR

26.08.2016

**OFFICE MEMORANDUM**

Sub: Timely Completion of ACRs

In continuation of O.M. of even No. dated 29.03.2016 requesting to fillup the APARs for the period April 2015 to March 2016 and to submit the same as per time schedule endorsed by CSIR vide letter No. 5-1(44)/2008-PD dated 29/31/03.2010 but the same have not been received from the Technical staff (list enclosed) till date.

In order to complete the task for completion of APARs and other work such as assessment, the APARs complete in all respect may be submitted to office within one week from the date of receipt of this OM. failing which the concerned person will be awarded Zero marks in terms of CSIR circular No.17/66/94-PPS dated 26.03.2002.

This may be given top priority.

  
SECTION OFFICER

Copy to:

1. All Heads of Divisions/Sections of NISCAIR.
2. PS to Director
3. PA to COA
4. Rajbhasha Unit for translation
- ✓5. Head, IT for posting on NISCAIR Website

List of Tech.Staff

- 1.Shri Pankaj Gupta, Principal Tech.Officer
- 2.Shri Surjit Singh, Principal Tech.Officer
- 3.Shri Dhiren Gupta, Principal Tech.Officer
- 4.Shri A.K.Brahmi, Sr.Tech.Officer-3
- 5.Shri Suresh Prasad, Sr.Tech.Officer
- 6.Shri S.Pal Singh, Sr.Tech.Officer
- 7.Shri Yatish Panwar, Sr.Tech.Officer
- 8.Shri M.S.Ansari, Sr.Tech.Officer
- 9.Shri Kuldeep Kaul, Tech.Officer-A
- 10.Shri Mandeep Singh, Tech.Officer
- 11.Ms.Monika Verma, Tech.Asstt.
- 12.Sh.Guruparsad Singh Bagga, Tech.Asstt.
- 13.Sh.Viswanath G.S. Tech. Asstt.
14. Ms Monika Sharma, Tech.Asstt.
15. Shri Rajinder Sharma, Techn (2)
16. Shri R.S.Gaira, Techn. (2)
- 17.Shri Khem Chand, Techn (1)
- 18.Shri Vijay Kumar, Techn (1)
- 19.Shri Manish Kumar, Techn(1)
- 20.Ms.Neelam Zalxo Pradhan, Techn(1)
- 21.Shri Naresh
- 22.Sh.Arjun Singh Rawat, Lab.Attendant
- 23.Shri Sukhbir Singh, Lab.Attendant