

NATIONAL INSTITUTE OF SCIENCE COMMUNICATION AND INFORMATION RESOURCES,  
Dr. K. S. Krishnan Marg, Near Pusa Gate New Delhi – 110012 (India)  
14, Satsang Vihar Marg, New Delhi – 110067

No. 1/ misc/ 2016/COA

Date, 04.03.2016

**Office Memorandum**

Acting Director, CSIR-NISCAIR, has approved transfer/posting of following Administrative staff with immediate effect till further order.

Name & Designation	Present place of posting	New place of posting
Smt. Sushma. S. Chaudhary, Private Secretary	COA <sup>IS</sup> Office	Recruitment & Assessment Section
Smt. Krishna Verma, Private Secretary	General Section	COA <sup>IS</sup> Office

Both the Officers will report to Administrative Officer.

*M. Joseph*  
(Mercy Joseph)  
Administrative Officer

Copy to:-

1. Smt. Sushma. S. Chaudhary, Private Secretary
2. Smt. Krishna Verma, Private Secretary
3. PS to Acting Director, CSIR-NISCAIR
4. Accounts Section
5. Bill Section
6. Purchase Section
- ✓ 7. IT division for uploading on NISCAIR website