

**NATIONAL INSTITUTE OF SCIENCE COMMUNICATION  
AND INFORMATION RESOURCES  
DR. K S KRISHNAN MARG & 14 SATSANG VIHAR MARG, NEW DELHI**

No. 8(7)/G/Misc/2014

Dated: 31/12/2015

**OFFICE MEMORANDUM**

The Acting Director, CSIR-NISCAIR has been pleased to nominate Dr. R. S. Beniwal, Sr. Principal Scientist as Head, PME in place of Dr. G. Mahesh, Principal Scientist w.e.f. 1st January 2016. Mrs. Kanika Malik, Sr. Scientist will continue in PME. This assignment is in addition to the existing functions being discharged by individuals without any remuneration.

The tenure of the committee would be for a period of 2 (two) years during which the Committee shall perform the following functions:

1. Planning & Monitoring of projects of the Institute.
2. Preparing Annual Plan of the Institute.
3. Liaising with CSIR, PPD for provision of information such as Monthly Reports, Resource Utilisation Data, etc.
4. Preparing Annual Reports of the Institute (beginning with Biennial Report 2014-2016).

Apart from the above, the Committee shall provide inputs/information/data pertaining to the Institute's activities/projects as and when required.

  
SECTION OFFICER

Copy to:

1. Dr. R S Beniwal, Sr. Principal Scientist
2. Dr. G. Mahesh, Principal Scientist
3. Mrs. Kanika Malik, Sr. Scientist
4. PS to Director
5. PA to AO
6. ✓ Head, IT for uploading on NISCAIR website