



कार्यालय ज्ञापन/OFFICE MEMORANDUM

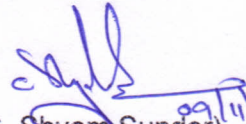
Sub: Constitution of Manpower Planning Committee – Reg.

The Director, CSIR-CECRI has been pleased to constitute the Manpower Planning Committee (MPC) with the following composition for a period of 2 years with effect from 09.11.2018:

- | | |
|--|---------------------|
| 1. Dr D. Velayutham, Chief Scientist | - Chairman |
| 2. Dr N. Kalaiselvi, Senior Principal Scientist | - Member |
| 3. Dr J. Mathiyarasu, Principal Scientist | - Member |
| 4. Dr S. Ravichandran, Principal Scientist | - Member |
| 5. Dr Subrata Kundu, Senior Scientist | - Member |
| 6. Mrs. Panjali Natarajan, Principal Technical Officer | - Member |
| 7. Head, PPMG | - Ex-Officio Member |
| 8. COA/AO | - Ex-Officio Member |
| 9. CoFA/FAO | - Ex-Officio Member |
| 10. CoSP/SPO | - Ex-Officio Member |
| 11. Section Officer (R&C) | - Member Convener |

Functions:

1. To plan short term and long term manpower requirements of the Institute.
2. To formulate plans for training and retraining of Staff at all applicable levels and assess annual budgetary requirements of HRD.
3. To adopt suitable strategies for HRD.
4. To monitor HR utilization in the Institute periodically.
5. To examine proposals for recruitment and promotion policies.
6. To consider **inter lab transfer** requests.
7. To advise Director on allied matters including redeployment of Staff.
8. To conform Roaster requirements.


(C. Shyam Sunder) 09/11/2018
Administrative Officer

To:
Chairman & Members of the Committee

Copy to:

1. PS to Director / AO
2. S.O (Estt./Bills/W&G)
3. Hindi Section
4. All other Sections/Divisions through Daily Bulletin