

सीएसआईआर -केन्द्रीय चर्म अनुसंधान संस्थान
CSIR- CENTRAL LEATHER RESEARCH INSTITUTE
वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद् Council of Scientific & Industrial Research
अडयार,चेन्नै, तमिळुनाडु, भारत Adyar, Chennai, Tamil Nadu, India-600 020

No. 21(2)/2020-EI


Dated: 21.11.2022

कार्यालय ज्ञापन OFFICE MEMORANDUM

Sub: Training Program on Disciplinary Rules and Right to Information (RTI) Act, 2005 - Reg.

The Director, CLRI has been pleased to nominate the following staff members for a Training Program (Sessions I to IV) on Disciplinary Rules and RTI Act, 2005, scheduled on 26.11.2022 (Saturday) at Heritage Hall, 1st Floor, Main Building, CLRI:

Sl. No.	Name of the Officer / Staff	Designation	Section
1.	Smt I. Vanitha	Section Officer (G)	EI
2.	Smt V. Geetha	Section Officer (G)	EII
3.	Shri B Ramalingam	Section Officer In-charge	EIII
4.	Shri V. Nyniappan	Section Officer In-charge	EIV
5.	Smt Prabhavathy Balasubramaniam	Assistant Section Officer (G)	EIII
6.	Shri K. Kumaran	Assistant Section Officer (G)	EIV
7.	Shri S. Kamalanathan	Assistant Section Officer (G)	EIII
8.	Smt Vasanthi Premkumar	Assistant Section Officer (G)	EII
9.	Shri S. Srinivasan	Assistant Section Officer (G)	EIV
10.	Shri S. Hari Krishnan	Senior Secretariat Assistant (G)	EIV
11.	Shri R. Vinod	Senior Secretariat Assistant (G)	EIII
12.	Shri Ratnesh Kumar Khare	Senior Secretariat Assistant (G)	EIV
13.	Shri Ghanagam V. H. Srikanth	Senior Secretariat Assistant (G)	EI
14.	Shri Sreekanth Bathula	Senior Secretariat Assistant (G)	EI
15.	Shri P. Kalaiyarasu	Senior Secretariat Assistant (G)	EIV
16.	Shri S. M. Subash	Junior Stenographer	EII
17.	Shri Kinnera Chinababu	Junior Stenographer	AO-I Secretariat
18.	Shri N. L. Abishek	Junior Secretariat Assistant (G)	EII


21/11/2022

Sl. No.	Name of the Officer / Staff	Designation	Section
19.	Smt V. Bhuvana	Junior Secretariat Assistant (G)	EII
20.	Shri K. Thirumal	Junior Secretariat Assistant (G)	EIII
21.	Shri P. Chandrakeerthi	Junior Secretariat Assistant (G)	EIII
22.	Ms Haritha S	Junior Secretariat Assistant (G)	EI

2. Further, Director has also approved to nominate the following officers to attend the Training Program for Session III and Session IV on 26.11.2022:

Sl. No.	Name of the Officer	Designation	Member of
23.	Dr (Smt) N. Nishad Fathima	Chief Scientist	ICC
24.	Dr (Smt) Swarna V. Kanth	Senior Principal Scientist	
25.	Smt Krishnaveni Bhasker	Principal Private Secretary	
26.	Dr (Smt) Malathy Jawahar	Senior Principal Scientist and CPIO	RTI Cell
27.	Dr Subhendu Chakrabarti	Chief Scientist and AA, RTI	

3. The details regarding the Training Program is enclosed at **Annexure I**. All employees from serial Number 01 to 22 above, are requested to take their seats by 09.45 AM. The employees from serial Number 23 to 27 above are requested to attend the Training Program from 02.00 PM onwards.

4. Further, the participants are requested that they may come prepared with their doubts on the application of Rules / Laws governing the topic for discussion / clarification. It is clarified that personal issues will not be taken up for discussions.



(R. Subramanian)
Administrative Officer

To:

1. All the aforementioned employees from Serial Number 01 to 27.
2. PPS to Director
3. Administrative Officer-II
4. Section Officers (EI / EII / EIII / EIV)
5. Office Copy

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Training Program on Disciplinary Rules and RTI Act

Date: 26.11.2022 (Saturday), **Venue:** Heritage Hall, Main Building, CLRI

Expert Speaker: Shri Mukund Sahai, COA, NBRI (Retd.)

Participants: All staff of E-I, E-II, E-III and E-IV, ICC Members, CPIO & AA, RTI.

Session I

09.55 AM – 09.59 AM	Welcome by AO I, CLRI
10.00 AM – 11.15 AM	CCS (Conduct) Rules, 1964
11.15 AM to 11.30 AM	Interactive Session with participants

11.30 AM to 11.45 AM Tea Break

Session II

11.45 AM to 01.00 PM	CCS (CCA) Rules, 1965
01.00 PM to 01.15 PM	Interactive Session with the participants

01.15 PM to 02.00 PM Lunch (at CLRI Canteen)

Session III

02.00 PM to 03.15 PM	Sexual Harassment of Women at Workplace (Prevention Prohibition and Redressal) Act, 2013
03.15 PM to 03.30 PM	Interactive Session with participants

03.30 PM to 03.45 PM Tea Break

Session IV

03.45 PM to 05.00 PM	Right To Information Act, 2005
05.00 PM to 05.15 PM	Interactive Session with the participants

05.15 PM to 05.25 PM Concluding Remarks by Director, CLRI

05.25 to 05.30 PM Vote of Thanks by Ms I Vanitha, Section Officer.

-END-

