

सीएसआईआर -केन्द्रीय चर्म अनुसंधान संस्थान

CSIR- CENTRAL LEATHER RESEARCH INSTITUTE

(वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्) Council of Scientific & Industrial Research

अड्यार, चेन्नै, तमिळुनाडु, भारत Adyar, Chennai-600 020 Tamil Nadu, -India

No. 1(51)/2011-E.I

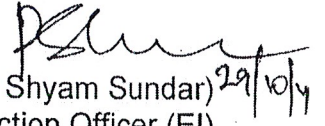
October 28, 2014

OFFICE MEMORANDUM

Sub: Nodal Officer for handling Web Portal on RTI matters in CSIR-CLRI.

DoPT vide DO Lt No. 14/6/2014-IR dt 21/7/2014 has launched web portal viz., <https://rtionline.gov.in> for online filing of RTI applications, first appeals and payment of RTI fees and it has been extended to all Ministries/Departments of Government of India including CSIR.

Accordingly, Competent Authority has been pleased to designate Shri M Jinandra Doss, Chief Scientist & Cluster Chairman, IT & CPIO, as the Nodal Officer for handling the web portal in respect of CSIR-CLRI.


(P Shyam Sundar) 29/10/14
Section Officer (EI)

Shri M Jinandra Doss, Chief Scientist (CPIO)

Copy to

1. Appellate Authority
2. All Heads of Departments/Divisions/Area Leaders/ SIC, RCEDs
3. Web Administrator- to make necessary provision in this regard
4. CLRI Intranet
5. Office Copy

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(वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्)
Council of Scientific & Industrial Research

अड्यार, चेन्नै, तमिळुनाडु, भारत Adyar, Chennai-600 020 Tamil Nadu- India

No.1(53)/2015-EI

Dated: 02/02/2015


OFFICE MEMORANDUM

Sub: Nomination of Transparency Officer and APIO under RTI Act 2005 – Reg.

Ref: 1. CLRI OM No.23(198)/2011-EI dated 28/01/2011
2. CLRI OM No.1(53)/2005-EI dated 29/01/2012

Consequent upon transfer of Shri C Manavazhagan, COA to CSIR Madras Complex, Chennai, the Director, CSIR-Central Leather Research Institute has been pleased to make the nominations with immediate effect till further orders as follows:

Sl No.	Name of the Officer	Nominated as
1	Dr A Muthukrishnan, SrCOA	Transparency Officer
2	Shri M Arun Manikanda Bharathi, Section Officer	Assistant Public Information Officer (APIO) (Administrative matters)


(P Shyam Sundar) 2/2/15
Section Officer (EI)

To

1. Dr A Muthukrishnan, SrCOA
2. Shri M Arun Manikanda Bharathi, Section Officer

Copy to:

1. All Divisional/Sectional Heads
2. Scientists-in-charge, RCED
3. Finance & Accounts officers
4. Controller of Stores & Purchase
5. Head, Computer Centre
6. Intranet
7. Hindi Officer
8. PS to Director/SrCOA
9. All Notice Boards
10. Web Administrator



CSIR - CENTRAL LEATHER RESEARCH INSTITUTE
CHENNAI

No.CLRI/7.7/2015

21st April 2015

OFFICE MEMORANDUM

Director has been pleased to make the following arrangements:

1. Shri D Muralidharan, Chief Scientist, shall function as Cluster Chairman for Chemical Sciences Area.
2. Dr C Rose, Chief Scientist, shall function as Appellate Authority under RTI.

These orders are effective from 1st May 2015.

(A Muthukrishnan)

Senior Controller of Administration

To:

1. Shri D Muralidharan, Chief Scientist
2. Shri C Rose, Chief Scientist
3. All HoDs
4. PS to Director
5. Intranet

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No.1(53)/2015-EI

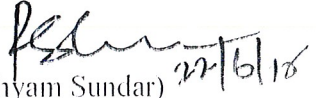
Dated: 22/06/2015

OFFICE MEMORANDUM

Sub: Nomination of CPIO under RTI Act 2005 – Reg.

Ref: CLRI OM No.1(53)/2005-EI dated 28/04/2010

The Director, CSIR-Central Leather Research Institute has been pleased to nominate Shri G Chandrasekar, Sr Principal Scientist as CPIO as per section 19(1) of the RTI Act with immediate effect till further orders. Shri K Thangarasu, STO(1) will extend his services for RTI Cell apart from his regular duties.


(P Shyam Sundar) 22/6/15
Section Officer (EI)

To

1. Shri G Chandrasekar, Sr Principal Scientist, Head, KRC
2. Shri M Jinandra Doss, Chief Scientist, Cluster Chairman, IT
3. Shri K Thangarasu, STO(1)

Copy to:

1. All Divisional/Sectional Heads
2. Scientists-in-charge, RCED
3. Finance & Accounts officers
4. Controller of Stores & Purchase
5. Head, Computer Centre
6. Hindi Officer
7. PS to Director/SrCOA
8. All Notice Boards

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अड्यार, चेन्नै, तमिळुनाडु, भारत Adyar, Chennai-600 020 Tamil Nadu- India

No.1(53)/2015-EI

Dated: 21/09/2015

OFFICE MEMORANDUM

Sub: Nomination of CPIO under RTI Act 2005 – Reg.

Ref: 1. CLRI OM No.1(53)/2005-EI dated 28/04/2010

2. CLRI OM No.1(53)/2015-EI dated 22/06/2015

Dr S R Wate, Director, CSIR-Central Leather Research Institute has been pleased to nominate Shri P Saravanan, Sr Principal Scientist as CPIO as per section 19(1) of the RTI Act with immediate effect till further orders. Shri K Thangarasu, STO(1) will continue to extend his services for RTI Cell apart from his regular duties.

O/C

P. Shyam Sundar
(P Shyam Sundar)
Section Officer (EI) 21/9/15

To

1. Shri P Saravanan, Sr Principal Scientist, Leather Process Technology
2. Shri G Chandrasekar, Sr Principal Scientist, Head, KRC
3. Shri K Thangarasu, STO(1)

Copy to:

1. All Divisional/Sectional Heads
2. Scientists-in-charge, RCED
3. CoFA/ Finance & Accounts officer
4. Controller of Stores & Purchase
5. Intranet
6. Hindi Officers
7. PS to Director/SrCOA
8. All Notice Boards

G. Chandrasekar
22/9/2015

h
22/9/15

LP
22/9/15

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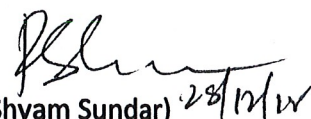
28th December 2015

OFFICE MEMORANDUM

Sub: Nomination of alternate CPIO under RTI Act 2005 – Reg.
Ref: CLRI OM No. 1(53)/2005-EI dated 28/04/2010 & 22/06/2015.

Dr S R Wate, Director, CSIR-CLRI has been pleased to nominate Shri G Chandrasekar, Sr Principal Scientist to function as alternate CPIO during the absence/deputation of regular CPIO Shri P Saravanan, Sr Principal Scientist.

Shri K Thangarasu, STO (1) will extend his services for RTI Cell apart from his regular duties.


(P Shyam Sundar) 28/12/15
Section Officer (EI)

To:

1. Shri P Saravanan, Sr Principal Scientist, Leather Process Technology
2. Shri G Chandrasekar, Sr Principal Scientist, Head, Knowledge Resource Centre
3. Shri K Thangarasu, STO (1)

Copy to:

1. All Divisional/ Sectional Heads
2. Scientists-in-Charge, RCED
3. Finance & Accounts Officers
4. Controller of Stores & Purchase
5. Head, Computer Centre
6. Hindi Officer
7. PS to Director/ Sr. CoA
8. All Notice Boards

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अड्यार, चेन्नै, तमिळुनाडु, भारत Adyar, Chennai-600 020 Tamil Nadu-India

सं.No.1(51)/2014-EI

दिनांक Dated: 08/02/2016

कार्यालय ज्ञापन OFFICE MEMORANDUM

विषय : सूचना का अधिकार अधिनियम 2005 के तहत अपील प्राधिकारी का मनोनयन
Sub : Nomination of Appellate Authority under RTI Act 2005 – Reg.
संदर्भ : सीएसआईआर का का.ज्ञा.सं. सीएसआईआर/7.7/2015 दि.21/04/2015
Ref : CLRI OM No.CLRI/7.7/2015 dated 21/04/2015

निदेशक, सीएसआईआर-केन्द्रीय चर्म अनुसंधान संस्थान सूचना अधिकार अधिनियम के तहत डॉ एन के चंद्रबाबु, मुख्य वैज्ञानिक को तत्काल प्रभाव से अगले आदेश तक अपील प्राधिकारी के रूप में सहर्ष मनोनीत करते हैं।

The Director, CSIR-Central Leather Research Institute has been pleased to nominate Dr N K Chandrababu, Chief Scientist as Appellate Authority under RTI Act with immediate effect till further orders.

पि. श्याम सुन्दर

(पि.श्याम सुन्दर P Shyam Sundar)

अनुभाग अधिकारी Section Officer (EI)

सेवा में To

डॉ एन के चंद्रबाबु, मुख्य वैज्ञानिक Dr NK Chandrababu, Chief Scientist
चर्म शोधन प्रौद्योगिकी Leather Process Technology

प्रतिलिपि Copy to:

1. सभी प्रभाग / अनुभाग प्रमुख
2. प्रभारी वैज्ञानिक, RCED
3. वित्त एवं लेखा अधिकारी
4. भंडार एवं क्रय अधिकारी
5. इंटरनेट
6. हिंदी अधिकारी
7. निदेशक / व.प्र.नि. के निजी सचिव
8. प्रशासनिक अधिकारी के निजी सहायक
9. सभी सूचना-पट्ट

All Divisional/Sectional Heads
Scientists-in-charge, RCED
Finance & Accounts officer
Stores & Purchase Officer
Intranet
Hindi Officers
PS to Director/Sr. COA
PA to AO
All Notice Boards

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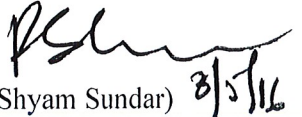
May 3, 2016

OFFICE MEMORANDUM

Sub: Nomination of Nodal Officers for Public Disclosure & RTI Online Portal under RTI Act, 2005-reg

Director, CLRI has been pleased to make following nominations as Nodal Officers for Public Disclosure & RTI Online Portal under RTI Act, 2015;

1. Dr NK Chandrababu, Chief Scientist & Appellate Authority, RTI - Nodal Officer, Public Disclosure.
2. Shri K Thangarasu, Sr Technical Officer (1) - Nodal Officer, RTI Online Portal


(P Shyam Sundar)
Section Officer-EI

To:

1. Dr NK Chandrababu, Chief Scientist & Chairman-Leather Process Technology Cluster
2. Shri K Thangarasu, STO(1), IT Lab & Digital Library

Copy to:

1. All Divisional & Section Heads
2. SIC-RCEDs
3. SO-EII/EIII/EIV
4. FAO
5. SPO
6. AO
7. CPIO
8. PS to Sr COA/Director
9. Hindi Officers
10. Head, Computer Centre
11. Intranet
12. Website
13. All Notice Boards

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अडयार, चेन्नै, तमिळुनाडु, भारत Adyar, Chennai-600 020 Tamil Nadu, -India

No.1 (53)/2015-E.I


21st June, 2016

OFFICE MEMORANDUM

Sub: Nomination of CPIO under RTI Act 2005 – Reg.
Ref: CLRI OM No.1(53)2015-EI dated 22/06/2015
CLRI OM No.1(53)2015-EI dated 21/09/2015

Consequent upon promotion of Shri P Saravanan, CPIO as Chief Scientist, the Director, CSIR-Central Leather Research Institute has been pleased to nominate Shri G Chandrasekhar, Sr Principal Scientist as CPIO as per Section 19(1) of the RTI Act with immediate effect.

Shri K Thangarasu, STO (1) will continue to extend his services for RTI Cell apart from his regular duties.


(P Shyam Sundar)
Section Officer-EI

To

1. Shri G Chandrasekar, Sr Principal Scientist, KRC
2. Shri P Saravanan, Chief Scientist, Tannery
3. Dr N K Chandrababu, Chief Scientist & Appellate Authority, RTI
4. Shri K Thangarasu, STO(1), RTI Cell

Copy to:

1. All Divisional/Sectional Heads
2. Scientist-in-charge, RCED
3. Finance & Accounts Officer
4. Stores & Purchase Officer
5. Intranet
6. Hindi Officers
7. PS to Director/Sr CoA/AO
8. All Notice Boards

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अड्यार, चेन्नै, तमिलनाडु, भारत Adyar, Chennai-600 020 Tamil Nadu, India

No.1(51)/2017-EI

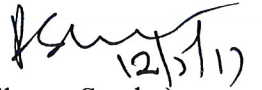
Dated: 12/05/2017

OFFICE MEMORANDUM

Sub: Nomination of Appellate Authority under RTI Act 2005 – Reg.

Ref: 1. CLRI OM No.CLRI/7.7/2015 dated 21.04.2015
2. CLRI OM No. 1(51)/2017-EI dated 08.02.2016

Consequent upon superannuation of Dr NK Chandrababu, Chief Scientist, CLRI on 31st May 2017, the Director, CSIR-Central Leather Research Institute has been pleased to nominate Dr BN Das, Chief Scientist as Appellate Authority under RTI Act with effect from 01.06.2017.


(P Shyam Sundar)
Section Officer (EI)
से-सी
12-517

To

1. Dr BN Das, Chief Scientist
S&PDC
2. Dr NK Chandrababu, Chief Scientist
Leather Process Technology

Copy to:

1. All Divisional/Sectional Heads
2. Scientists-in-charge, RCED
3. CoFA/Finance & Accounts officers
- ✓ 4. Stores & Purchase Officer
5. Intranet
6. Hindi Officers
7. PS to Director/SrCOA
8. PA to AO
9. All Notice Boards

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Council of Scientific & Industrial Research

अडयार,चेन्नै, तमिळुनाडु,भारत Adyar, Chennai-600 020 Tamil Nadu- India

No.1(53)/2015-EI

Dated: 08/05/2018

OFFICE MEMORANDUM

Sub: Nomination of Transparency Officer under RTI Act 2005 – Reg.

- Ref: 1. CLRI OM No.23(198)/2011-EI dated 28/01/2011
2. CLRI OM No.1(53)/2005-EI dated 29/01/2012
3. CLRI OM No.1(53)/2015-EI dated 02/02/2015




Consequent upon superannuation of Dr A Muthukrishnan, Sr COA on 30.04.2018, the Director, CSIR-Central Leather Research Institute has been pleased to nominate Shri D V S Sastry, Administrative Officer, CSIR-CLRI as Transparency Officer with immediate effect.


(M ARUN MANIKANDA BHARATHI)
SECTION OFFICER (EI)

To

Shri D V S Sastry, Administrative Officer

Copy to:

1. CPIO/AA/APIOs/RTI Nodal Officer 
2. All Divisional/Sectional Heads/ Area Leaders/Cluster Chairmen 
3. Scientists-in-charge, RCEDs
4. PS to Director 
5. Intranet
6. All Notice Boards
7. Web Administrator

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अडयार, चेन्नै, तमिलनाडु, भारत Adyar, Chennai – 600 020, TamilNadu, India

No.1 (51)/2014-EI

Date: 04.10.2018

OFFICE MEMORANDUM

Sub: Nomination of Nodal Officer for Proactive Disclosure under RTI Act, 2005 – Reg.

The Director, CLRI has been pleased to nominate Dr C Muralidharan, Chief Scientist as Nodal Officer for Proactive Disclosure under Section 4 of RTI Act, 2005 with immediate effect.


(M ARUN MANIKANDA BHARATHI)
SECTION OFFICER (EI)

To:

Dr C Muralidharan
Chief Scientist & Cluster Chairman
Leather Process Technology Lab
CLRI

Copy to:

1. All Cluster Chairpersons/ Area Leaders/ Heads of Division/ Section
2. CPIO
3. Appellate Authority
4. Nodal Officer, RTI Online
5. PS to Director
6. PA to AO
7. Intranet
8. Web Administrator
9. All Notice Boards

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अड्यार, चेन्नै, तमिलनाडु, भारत Adyar, Chennai – 600 020, TamilNadu, India

No.1 (51)/2014-EI

Date: 31/12/2018

OFFICE MEMORANDUM

Sub: Nomination of RTI functionaries under RTI Act, 2005 – Reg.

Director, CLRI has been pleased to nominate the following staff as RTI functionaries under RTI Act, 2005:

1. CPIO	Shri G Chandrasekar, Sr. Principal Scientist
2. Appellate Authority	Dr C Muralidharan, Chief Scientist
3. APIOs	1. RCED, Ahmedabad – SIC, Ahmedabad 2. RCED, Jalandhar – SIC, Jalandhar 3. RCED, Kanpur – SIC, Kanpur 4. RCED, Kolkata – SIC, Kolkata
4. Transparency Officer	CoA/ AO
5. Nodal Officer for Proactive Disclosure	Dr C Muralidharan, Chief Scientist

CPIO shall also function as **Nodal Officer for RTI online portal**.

This order shall supercede all the earlier OMs issued in this regard and shall come into force with effect from 01.01.2019.


(M ARUN MANIKANDA BHARATHI)
SECTION OFFICER (EI)

To:

All concerned

Copy to:

1. All HoDs/ SICs, RCED
2. AO
3. SPO
4. CoFA
5. PS to Director
6. Intranet/ Website
7. Notice Boards

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अडयार, चेन्नै, तमिळनाडु, भारत Adyar, Chennai, Tamil Nadu, India - 600 020

सं. No. 1(51)/2014-EI

दिनांक Dated: 31.07.2020

कार्यालय ज्ञापन OFFICE MEMORANDUM

विषय : सूचना के अधिकार अधिनियम 2005 के अंतर्गत RTI के पदाधिकारियों के मनोनयन संबंधी
Sub: Nomination of RTI functionaries under RTI Act, 2005 - Reg.

सीएलआरआई के निदेशक ने सीएलआरआई के निम्नलिखित अधिकारियों को सूचना के अधिकार अधिनियम, 2005 के तहत RTI के पदाधिकारियों के रूप में मनोनीत किया है :

Director, CLRI has been pleased to nominate the following Officials of CLRI as RTI functionaries under RTI Act, 2005:

1. केंद्रीय लोक सूचना अधिकारी CPIO	डॉ (श्रीमती) मालती जवाहर, प्रधान वैज्ञानिक Dr (Mrs) Malathy Jawahar, Principal Scientist
2. अपील प्राधिकारी Appellate Authority	डॉ जे राघव राव, मुख्य वैज्ञानिक Dr J Raghava Rao, Chief Scientist
3. सहायक लोक सूचना अधिकारी APIOs	1. RCED, अहमदाबाद - प्रभारी वैज्ञानिक, अहमदाबाद RCED, Ahmedabad - SIC, Ahmedabad 2. RCED, जालंधर - प्रभारी वैज्ञानिक, जालंधर RCED, Jalandar - SIC, Jalandhar 3. RCED, कानपुर - प्रभारी वैज्ञानिक, कानपुर RCED, Kanpur - SIC, Kanpur 4. RCED, कोलकाता - प्रभारी वैज्ञानिक, कोलकाता RCED, Kolkata - SIC, Kolkata
4. पारदर्शी अधिकारी Transparency Officer	प्रशासन नियंत्रक / प्रशासनिक अधिकारी COA / AO
5. अग्रसक्रिय प्रकटन के नोडल अधिकारी Nodal Officer for Proactive Disclosure	डॉ जे राघव राव, मुख्य वैज्ञानिक Dr J Raghava Rao, Chief Scientist

केंद्रीय लोक सूचना अधिकारी RTI ऑनलाइन पोर्टल के नोडल अधिकारी के रूप में भी कार्य करेगा।

CPIO shall also function as **Nodal Officer for RTI online portal**.

यह आदेश इस संबंध में पहले जारी किए गए सभी कार्यालय ज्ञापनों का अधिक्रमण करेगा और तत्काल प्रभाव से लागू होगा। This order shall supersede all the earlier OMs issued in this regard and shall come into force with immediate effect.


31/07/2020.

(डी वी एस शास्त्री D V S SASTRY)
प्रशासनिक अधिकारी ADMINISTRATIVE OFFICER

सेवा में To : संबंधित अधिकारी The Officials concerned.

प्रतिलिपि Copy to :

1. डॉ सी मुरलीधरन Dr C Muralidharan, Chief Scientist
2. श्री जी चन्द्रसेकर Shri G Chandrasekar, Chief Scientist
3. सभी प्रभाग प्रमुख / प्रभारी वैज्ञानिक, RCED
All HoDs / SICs, RCED
4. प्रशासनिक अधिकारी AO
5. भंडार एवं क्रय अधिकारी SPO
6. वित्त एवं लेखा नियंत्रक COFA
7. निदेशक के निजी सचिव PS to Director
8. इंटरनेट / वेबसाइट Intranet / Website
9. सूचनापट्ट Notice Boards


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

No.1(51)/2014-EI

Dated: 05.08.2021

कार्यालय ज्ञापन OFFICE MEMORANDUM

In view of retirement on superannuation of Dr J Raghava Rao, Chief Scientist and Head, Inorganic & Physical Chemistry Lab on 31.08.2021, the Director, CSIR-CLRI, has been pleased to nominate Dr Subhendu Chakrabarti, Chief Scientist & Head, PPBD, CLRI as Appellate Authority for RTI & Nodal Officer for Proactive Disclosure, in addition to his existing responsibilities, with effect from 01.09.2021, till further orders.


(P SHYAM SUNDAR) 5/8/2021
SECTION OFFICER (EI)

To

1. Dr J Raghava Rao, Chief Scientist & Head, Inorganic & Physical Chemistry Lab
2. Dr Subhendu Chakrabarti, Chief Scientist & Head, PPBD.

Copy to:

1. CPIO/ APIOs/ Transparency Officer
2. Heads of Divisions/ SICs, RCEDs
3. COFA
4. COSP
5. Section Officers (EII / EIII / EIV)
6. PPS to Director
7. PA to AO
8. Intranet/ Website
9. All Notice Boards

सीएसआईआर - केन्द्रीय चर्म अनुसंधान संस्थान
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अडयार, चेन्नै, तमिळनाडु, भारत Adyar, Chennai, Tamil Nadu, India - 600 020

सं. No. 1(51)/2014-EI

दिनांक Dated: 31.07.2020

कार्यालय ज्ञापन OFFICE MEMORANDUM

विषय : सूचना के अधिकार अधिनियम 2005 के अंतर्गत RTI के पदाधिकारियों के मनोनयन संबंधी
Sub: Nomination of RTI functionaries under RTI Act, 2005 - Reg.

सीएसआईआर के निदेशक ने सीएसआईआर के निम्नलिखित अधिकारियों को सूचना के अधिकार अधिनियम, 2005 के तहत RTI के पदाधिकारियों के रूप में मनोनीत किया है :

Director, CLRI has been pleased to nominate the following Officials of CLRI as RTI functionaries under RTI Act, 2005:

1. केन्द्रीय लोक सूचना अधिकारी CPIO	डॉ (श्रीमती) मालती जवाहर, प्रधान वैज्ञानिक Dr (Mrs) Malathy Jawahar, Principal Scientist
2. अपील प्राधिकारी Appellate Authority	डॉ जे राघव राव, मुख्य वैज्ञानिक Dr J Raghava Rao, Chief Scientist
3. सहायक लोक सूचना अधिकारी APIOs	1. RCED, अहमदाबाद - प्रभारी वैज्ञानिक, अहमदाबाद RCED, Ahmedabad - SIC, Ahmedabad 2. RCED, जालंधर - प्रभारी वैज्ञानिक, जालंधर RCED, Jalandar - SIC, Jalandhar 3. RCED, कानपुर - प्रभारी वैज्ञानिक, कानपुर RCED, Kanpur - SIC, Kanpur 4. RCED, कोलकाता - प्रभारी वैज्ञानिक, कोलकाता RCED, Kolkata - SIC, Kolkata
4. पारदर्शी अधिकारी Transparency Officer	प्रशासन नियंत्रक / प्रशासनिक अधिकारी COA / AO
5. अग्रसक्रिय प्रकटन के नोडल अधिकारी Nodal Officer for Proactive Disclosure	डॉ जे राघव राव, मुख्य वैज्ञानिक Dr J Raghava Rao, Chief Scientist

केन्द्रीय लोक सूचना अधिकारी RTI ऑनलाइन पोर्टल के नोडल अधिकारी के रूप में भी कार्य करेगा।

CPIO shall also function as Nodal Officer for RTI online portal.

यह आदेश इस संबंध में पहले जारी किए गए सभी कार्यालय ज्ञापनों का अधिक्रमण करेगा और तत्काल प्रभाव से लागू होगा। This order shall supersede all the earlier OMs issued in this regard and shall come into force with immediate effect.


31/07/2020.

(डी वी एस शास्त्री D V S SASTRY)
प्रशासनिक अधिकारी ADMINISTRATIVE OFFICER

सेवा में To : संबंधित अधिकारी The Officials concerned.

प्रतिलिपि Copy to :

1. डॉ सी मुरलीधरन Dr C Muralidharan, Chief Scientist
2. श्री जी चन्द्रसेकर Shri G Chandrasekar, Chief Scientist
3. सभी प्रभाग प्रमुख / प्रभारी वैज्ञानिक, RCED
All HoDs / SICs, RCED
4. प्रशासनिक अधिकारी AO
5. भंडार एवं क्रय अधिकारी SPO
6. वित्त एवं लेखा नियंत्रक COFA
7. निदेशक के निजी सचिव PS to Director
8. इंटरनेट / वेबसाइट Intranet / Website
9. सूचनापट्ट Notice Boards


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अडयार,चेन्नै, तमिळ्नाडु, भारत Adyar, Chennai, Tamil Nadu, India-600 020

No.1(51)/2014-EI

Dated: 05.08.2021

कार्यालय ज्ञापन OFFICE MEMORANDUM

In view of retirement on superannuation of Dr J Raghava Rao, Chief Scientist and Head, Inorganic & Physical Chemistry Lab on 31.08.2021, the Director, CSIR-CLRI, has been pleased to nominate Dr Subhendu Chakrabarti, Chief Scientist & Head, PPBD, CLRI as Appellate Authority for RTI & Nodal Officer for Proactive Disclosure, in addition to his existing responsibilities, with effect from 01.09.2021, till further orders.


(P SHYAM SUNDAR) 5/8/2021
SECTION OFFICER (EI)

To

1. Dr J Raghava Rao, Chief Scientist & Head, Inorganic & Physical Chemistry Lab
2. Dr Subhendu Chakrabarti, Chief Scientist & Head, PPBD.

Copy to:

1. CPIO/ APIOs/ Transparency Officer
2. Heads of Divisions/ SICs, RCEDs
3. COFA
4. COSP
5. Section Officers (EII / EIII / EIV)
6. PPS to Director
7. PA to AO
8. Intranet/ Website
9. All Notice Boards

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अडयार,चेन्नै, तमिळ्नाडु, भारत Adyar, Chennai, Tamil Nadu, India-600 020

No. 21(4)/2021-EI

Dated: 17.05.2023

कार्यालय ज्ञापन OFFICE MEMORANDUM

Sub: Alternate arrangement to look after the duties of CPIO, CLRI – Reg.

The Director, CLRI has been pleased to nominate Dr D. Murugan, Principal Scientist, CLRI as permanent alternate CPIO to handle RTI issues during the period of absence / leave of CPIO, CLRI, in addition to his existing responsibilities, without any additional remuneration, until any further orders.


(K. M. Sridhar)
Controller of Administration

To

1. Dr (Smt) Malathy Jawahar, Senior Principal Scientist and CPIO
2. Dr D. Murugan, Principal Scientist

Copy to:

1. Dr Subhendu Chakrabarti, Chief Scientist and Appellate Authority
2. PPS to Director
3. All Heads of the Divisions/ Sections/ SIC, CLRI-Regional Centres (through Intranet)
4. PA to COA
5. Sr. COSP/ COSP
6. AO-I/ AO-II
7. FAO
8. SOs (EI/ EII/ EIII/ EIV)
9. Intranet/ Notice Board
10. Office Copy

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अडयार, चेन्नै / Adyar, Chennai - 600 020

No. 21(4)/2021-EI

Date: 12.09.2023

कार्यालय ज्ञापन **OFFICE MEMORANDUM**

Sub: Nomination of Officials in view of transfer of Shri D Mayura, Administrative Officer – Reg.

Consequent upon the transfer of Shri D Mayura, Administrative Officer, the Director, CLRI has been pleased to nominate the following Officials to look after the following duties / functions, with immediate effect, until further orders:

S. No.	Role / Committee Capacity	Nominated Official / Alternate Nomination (in case of absence of Nominated Official)
1.	In-charge E-II Section	COA / AO
2.	In-charge E-III Section	COA / AO
3.	In-charge Security matters	COA / AO
4.	DDO	SO EIII / SO EII
5.	Transparency Officer for RTI	COA / AO
6.	Nodal Officer for AEBAS	COA / SO EII
7.	Vice-Chairman of CLRI Departmental Canteen Committee	COA / AO
8.	Member of Standing Disposal Committee	COA / AO
9.	Ex-officio Member of Health Services Committee	AO
10.	Member of Technical and Purchase Committee	SO EIII / SO EIV
11.	Member [Admin] of Purchase Committee	SO EIII / SO EIV
12.	Member of Ad-hoc Audit Committee for settlement of outstanding audit objections	SO EIV
13.	PRO & Transport related matters	AO / COA / SO EIII
14.	KV & KG School related matters	COA / AO
15.	Canteen and Staff Club matters	COA / AO
16.	Counter signing of Cheques / e-payments	AO / SO EII
17.	Representative of Administration for S&P matters	SO EIII



(K M Sridhar)

Controller of Administration

To

All the above Officials concerned

Copy to:

1. All Heads of the Divisions/ Sections/ SIC, CLRI-Regional Centres (through Intranet)
2. PPS to Director
3. PA to COA
4. COFA / COSP
5. Intranet / Notice Board
6. Office Copy

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

No. 21(4)/2021-EI

Date: 12.09.2023

कार्यालय ज्ञापन **OFFICE MEMORANDUM**

Sub: Nomination of Officials in view of transfer of Shri D Mayura, Administrative Officer – Reg.

Consequent upon the transfer of Shri D Mayura, Administrative Officer, the Director, CLRI has been pleased to nominate the following Officials to look after the following duties / functions, with immediate effect, until further orders:

S. No.	Role / Committee Capacity	Nominated Official / Alternate Nomination (in case of absence of Nominated Official)
1.	In-charge E-II Section	COA / AO
2.	In-charge E-III Section	COA / AO
3.	In-charge Security matters	COA / AO
4.	DDO	SO EIII / SO EII
5.	Transparency Officer for RTI	COA / AO
6.	Nodal Officer for AEBAS	COA / SO EII
7.	Vice-Chairman of CLRI Departmental Canteen Committee	COA / AO
8.	Member of Standing Disposal Committee	COA / AO
9.	Ex-officio Member of Health Services Committee	AO
10.	Member of Technical and Purchase Committee	SO EIII / SO EIV
11.	Member [Admin] of Purchase Committee	SO EIII / SO EIV
12.	Member of Ad-hoc Audit Committee for settlement of outstanding audit objections	SO EIV
13.	PRO & Transport related matters	AO / COA / SO EIII
14.	KV & KG School related matters	COA / AO
15.	Canteen and Staff Club matters	COA / AO
16.	Counter signing of Cheques / e-payments	AO / SO EII
17.	Representative of Administration for S&P matters	SO EIII



(K M Sridhar)

Controller of Administration

To

All the above Officials concerned

Copy to:

1. All Heads of the Divisions/ Sections/ SIC, CLRI-Regional Centres (through Intranet)
2. PPS to Director
3. PA to COA
4. COFA / COSP
5. Intranet / Notice Board
6. Office Copy