

**NATIONAL INSTITUTE OF SCIENCE COMMUNICATION &  
INFORMATION RESOURCES**

**Dr. K.S.Krishnan Marg, New Delhi-110012  
14, Satsang Vihar Marg, new Delhi-110067**

No.2/96/2016/Griev.

3<sup>rd</sup> August, 2016

**OFFICE MEMORANDUM**

Director, CSIR-NISCAIR has been pleased to constitute the Standing Committee for redressal of grievances in the R&D matters comprising of the following :

1. Dr. R.S.Beniwal, Sr. Principal Scientist - Chairman
2. Dr. K.P.Singh, Sr. Principal Scientist - Member
3. Shri Mukesh Pund, Principal Scientist - Member
4. Shri N.Majumdar, Principal Scientist - Member
5. Mrs. Kanika Malik, Sr. Scientist - Member

The Standing Committee shall provide hearing to the aggrieved employee to give him a chance to present his/her case personally. The presence of three members would constitute the quorum. If the grievance pertains to a matter with which any member of the Committee is directly involved, he/she will not function as a member for that particular grievance. The recommendations of the Standing committee will be put up to the Director for consideration and further action.



(Simesh Verma)  
Controller of Administration

Copy to :

1. All concerned persons
2. All HODs
3. PS to Director
4. Head, IT for posting the O.M. on NISCAIR website
5. Rajbhasha Unit for translation in Hindi
6. Office copy