

**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.


3rd August, 2016

OFFICE MEMORANDUM

Director, CSIR-NISCAIR has been pleased to nominate Dr. R.S.Beniwal, Sr. Principal Scientist for conducting elections of employees representatives for constitution of Local Grievance Committee at NISCAIR for providing quicker redressal of grievances to the employees.

The terms of reference of the Election Officer are:

- To fix an election date for receiving applications from the candidates
- The date so fixed should be notified seven days in advance to the candidates
- To hold the elections & announce the results.


(Simesh Verma)
Controller of Administration

Copy to :

1. Dr.R.S.Beniwal, Sr. Principal Scientist
2. PS to Director
3. Head, IT for posting the O.M. on NISCAIR website
4. Rajbhasha Unit for translation in Hindi
5. Office copy