



**CSIR - NATIONAL INSTITUTE OF SCIENCE COMMUNICATION
AND POLICY RESEARCH**

Dr.K.S. Krishnan Marg
New Delhi 110 012

MS/3/4/219/2021-22/01

14.07.2023

OFFICE MEMORANDUM

The Director NIScPR has been pleased to nominate the following Staff members as member of Technical Committee.

1. Dr. Monika Jaggi , (Principal Scientist)
2. Md. Shakeel Ahmed, (Technical Assistant)

Accordingly, the revised Technical Committee Stands as Follows:-

- | | |
|---|-------------|
| 1. Dr. Monika Jaggi , Principal Scientist | Chairperson |
| 2. Md. Shakeel Ahmed, Technical Assistant | Member |
| 3. Sh. Narendra Pal , (Electrical Domain), Pri. Tech. Officer | Member |
| 4. Sh. Pawan Kumar (IT Domain), Tech. officer | Member |

The terms of Reference of the above Committee will be as under:

- a. To consider the survey reports submitted by concerned PIR/DIR holder for getting items written off and decide as to whether stores are unserviceable/surplus/obsolete as the case may be. The recommendation of the committee will be submitted before the Standing disposal Committee (SDC) for further process.
- b. The committee will inspect the material physically to be kept at the location to be decided solely by the committee.
- c. Technical Committee will be met bi-monthly or as and when required.

Nand
14/7/2023
(Stores & Purchase Officer)

Copy to:

1. Dr. Monika Jaggi , Principal Scientist, Chairperson
2. All members
3. PS to Director
4. Notice Board
5. Head IT- with a request to upload the same on website