

CSIR-INDIAN INSTITUTE OF CHEMICAL TECHNOLOGY
(Council of Scientific & Industrial Research)
HYDERABAD – 500 007

No.29/1/Rectt. – 2018

Dated: 17.05.2018

OFFICE MEMORANDUM

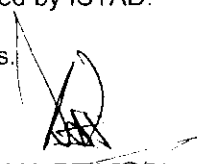
The Director, CSIR-IICT, Hyderabad has been pleased to re-constitute the following **International Science & Technology Affairs Group (ISTAG) Committee** as detailed below with immediate effect:

S. No.	Staff No.	Name, Designation & Department	Functionary
1.	1341	Dr.(Mrs.) D. Shailaja Senior Principal Scientist, P. & F.M.	Chairperson
2.	1604	Dr. M. Chandrasekharam Principal Scientist, P. & F.M.	Member
3.	1386	Dr. Pravin R. Likhari Senior Principal Scientist, C. & F.C.	Member
4.		Section Officer (F&A)	Ex-officio Member
5.		Section Officer (Estt.)	Ex-officio Member

Terms of Reference

1. To interface with ISTAD on all matters connected with International Science & Technology Affairs of the Laboratory/Institute.
2. To project, present and future International S&T demands and need of the Lab./Instt., in terms of Training / Fellowships / Deputations.
3. To ensure that all proposals originating from the Lab./Instt., are complete in all respects.
4. To furnish a "Quarterly Report" of the highlights of the S&T Affairs of the Lab./Instt., to ISTAD for dissemination, image building, forward planning, etc.
5. To critically review the Foreign Deputation Reports of the Scientists and have these forwarded to CSIR within four weeks of the return of the Scientist, with clear recommendations for implementation & follow up.
6. To alert and caution the Scientists on Deputation of the date of expiry of their deputation period in advance, and to remind them of the implications of unauthorized overstay.
7. To maintain a computerized database of all overseas deputations and visits for the purpose of analysis, synthesis and retrieval, in the format in conformity with those maintained by ISTAD.

The tenure of the Committee will be for a period of two years or till further orders.


(D.J.N. PRASAD)
Administrative Officer

To

The Chairperson & Members of the Committee

Copy to:

1. PS to Director/AO – I & II
2. All Notice Boards/Adminsalchemistry/File concerned