

## V. ADMINISTRATION & FINANCE

### 1. ADMINISTRATION

The Department of Scientific & Industrial Research was created through a Presidential Notification of January 1985. The Administrative functions of recruitment of personnel, provision of general facilities, redressal of grievances of employees, parliament work and use of Hindi and house keeping jobs except related to cash section are being performed by the Department of Scientific and Industrial Research. The Department also looks after Activities related to promotions of scientific staff and officers (under the flexible-complementing scheme).

#### 1.1 Promotion of Hindi

DSIR made the following efforts for the use and promotion of Hindi in the official work and implementation of official language policy of the Government.

- ☞ During the year Official Language Implementation Committee has been reconstituted and its meetings were held regularly in DSIR.
- ☞ The Quarterly Progress Report regarding use of Hindi in the Department was sent to the Department of official Language regularly and in time.
- ☞ Under Hindi Teaching Scheme one stenographer has been nominated for training in Hindi Stenography.
- ☞ Hindi Pakhawara was observed from 9<sup>th</sup> to 23<sup>rd</sup> September, 2002 jointly with the Department of Science and Technology at Technology Bhawan. To promote the use of Hindi in official work, essay, noting and drafting debate, dictation, Hindi

typing and quiz competitions were organised in the Department during this period.

- ☞ To assess the progressive use of Hindi 3 divisions of the Department were inspected.

#### 1.2 Staff Strength

The staff strength in the different groups in the Department of Scientific & Industrial Research (other than CSIR & PSUs) as on 1.12.2002 is given below:

	No. of Employees			
	Gen	SC	ST	Total
Group 'A' (Gazetted)	32	6	1	39
Group 'B' (Gazetted)	6	-	-	6
Group 'B' (Non-Gazetted)	10	3	-	13
Group 'C' (Non-Gazetted)	15	7	3	25
Group 'D' (Non-Gazetted)	4	3	5	12

### 2. FINANCE

The financial summary giving the Actual 2001-2002, RE 2001-2002 and BE 2002-2003 of plan and non-plan schemes of DSIR (excluding CSIR) is given in Table I

