

**CSIR-INDIAN INSTITUTE OF TOXICOLOGY RESEARCH
VISHVIGYAN BHAWAN, 31, MAHATMA GANDHI MARG, LUCKNOW**

No: IITR/GEN/DELIGATION/2022

Dated – 02.01.2023


OFFICE MEMORANDUM

Subject: Delegation of Administrative & Financial powers/responsibilities –reg

Ref :- CSIR OM IITR/GEN/DELIGATION202/2 dated 09.12.2022 & 02.01.2023.

In addition to this office OM dated 09.12.2022 & 02.01.2023, the Director, CSIR-IITR, Lucknow has been pleased to approve the following delegation of Administrative & Financial powers/responsibilities to the concerned officers and scientists, in addition to their existing assigned duties for the smooth functioning of CSIR-IITR with immediate effect, as per details given below :-

Nature of powers/responsibilities	Name/Designation of the officer to whom the powers/responsibilities delegated
<p>➤ Certificate(s) for HRA and tenure continuation by JRFs/SRFs/RAs/Others working at CSIR-IITR on monthly basis for furnishing their HRA/Salary claim bill(s) and submitting to the funding agencies. These certificates will henceforth be issued duly signed/counter-signed by CSIR-IITR w.e.f. January 01, 2023.</p>	<p>Dr. V.P. Sharma, Chief Scientist & Head, HR Cell.</p>


(L.N. Pandey)
Section Officer

Copy to:

1. All concerned Scientists/officers.
2. PPS to Director
3. All staff via e-mail
4. IT Cell to upload on Intranet

*Hindi Version will follow *