



CSIR-HUMAN RESOURCE DEVELOPMENT CENTRE
KAMLA NEHRU NAGAR, GHAZIABAD
सीएसआईआर-मानव संसाधन विकास केंद्र
कमला नेहरू नगर, गाजियाबाद

संख्या / No.-2/Rep.-Rev./2024-Estt.

दिनांक / Dated: 18.09.2026

कार्यालय ज्ञापन / Office memorandum

विषय:- वर्ष 2026-27 के लिए सीएसआईआर-एचआरडीसी के गैर-तकनीकी और तकनीकी कर्मचारियों के लिए रिपोर्टिंग और समीक्षा अधिकारी के संबंध में।

Subject:- Reporting and Review Officer for Non-Technical and Technical Staff of CSIR-HRDC for the year 2026-27 - Regarding.

सभी संबंधित कर्मचारियों की जानकारी के लिए यह सूचित किया जाता है कि प्रमुख, सीएसआईआर-एचआरडीसी ने वर्ष 2026-27 के लिए सीएसआईआर-एचआरडीसी के गैर-तकनीकी और तकनीकी कर्मचारियों के लिए रिपोर्टिंग अधिकारी और समीक्षा अधिकारी हेतु अनुमोदन प्रदान किया है। जो अनुलग्नक-I और अनुलग्नक-II में संलग्न है।

It is notified for the information of all concerned that Head, CSIR-HRDC has accorded approval for Reporting Officer and Review Officer for Non-Technical and Technical staff of CSIR-HRDC for the year 2026-27 which is enclosed at Annexure-I and Annexure-II.

(संजय सदावर्ती) / (Sanjay Sadawarti)
अनुभाग अधिकारी (सा.) / Section Officer(G.)

संलग्नक / Enclosures: अनुलग्नक / Annexure-I and II
प्रतिलिपि / Copy to:-

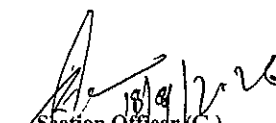
1. प्रमुख, सीएसआईआर-एचआरडीसी
1. Head, CSIR-HRDC
2. उप-सचिव, सीएसआईआर-एचआरडीसी
2. Deputy Secretary, CSIR-HRDC
3. केंद्रीय कार्यालय, सीएसआईआर-मुख्यालय
3. Central Office, CSIR-Hqr.
4. सभी संबंधित अधिकारी एवं कर्मचारीगण
4. All concerned officers and employees
5. प्रभारी आईटी, सीएसआईआर-एचआरडीसी(इस कार्यालय ज्ञापन को सीएसआईआर-एचआरडीसी के वेबसाइट पर अपलोड करने हेतु।
5. Incharge IT, CSIR-HRDC (for uploading this OM on CSIR-HRDC website)
6. गार्ड फाईल
6. Guard File
7. कार्यालय प्रति
7. Office Copy

List of Reporting & Reviewing Officers for the year 2026-27
Non-Technical Staff

Annexure_I

Sl No.	Name of Employee	Designation	Reporting Period	Name of Reporting Officer & Designation	Name of Reviewing Officer & Designation	Tour Authority
1	Smt. Simesh Verma	Senior Deputy Secretary	01-04-2026 to till now (2026-27)	Head, CSIR-HRDC	DG, CSIR	Head, CSIR-HRDC
2	Smt. Kumud Singh	Deputy Secretary	01-04-2026 to till now (2026-27)	Head, CSIR-HRDC	DG, CSIR	Head, CSIR-HRDC
3	Sh. Arvind	SO (G)	01-04-2026 to 30-06-2026 (2026-27)	Smt. Simesh Verma, Senior Deputy Secretary	Head, CSIR-HRDC	Head, CSIR-HRDC
			01-07-2026 to till now (2026-27)	Smt. Kumud Singh, Deputy Secretary	Head, CSIR-HRDC	Head, CSIR-HRDC
4	Sh. Sanjay Sadawarti	SO (G)	01-04-2026 to till now (2026-27)	Smt. Kumud Singh, Deputy Secretary	Head, CSIR-HRDC	Head, CSIR-HRDC
5	Sh. Aashish Kumar	ASO (G)	01-04-2026 to till now (2026-27)	Sh. Sanjay Sadawarti, SO (G)	Smt. Kumud Singh, Deputy Secretary	Head, CSIR-HRDC
6	Sh. Banti Kumar	ASO (G)	01-04-2026 to till now (2026-27)	Sh. Sanjay Sadawarti, SO (G)	Smt. Kumud Singh, Deputy Secretary	Head, CSIR-HRDC
7	Sh Anuj Bansal	J.S.A (G)	01-04-2026 to 30-06-2026 (2026-27)	Sh. Sanjay Sadawarti, SO (G)	Smt. Kumud Singh, Deputy Secretary	Head, CSIR-HRDC
			01-07-2026 to till now (2026-27)	Sh. Arvind, SO (G)	Smt. Kumud Singh, Deputy Secretary	Head, CSIR-HRDC
8	Ms. Preeti	J.S.A (G)	01-04-2026 to till now (2026-27)	Sh. Sanjay Sadawarti, SO (G)	Smt. Kumud Singh, Deputy Secretary	Head, CSIR-HRDC
9	Shri Praveer Mohan Verma	CoSP	11-07-2026 to till now (2026-27)	Smt. Simesh Verma, Senior Deputy Secretary	Head, CSIR-HRDC	Head, CSIR-HRDC
10	Sh. Ravi kumar Mecna	ASO (G)	01-04-2026 to 30-06-2026 (2026-27)	Sh. Arvind, SO (G)	Smt. Simesh Verma, Senior Deputy Secretary	Head, CSIR-HRDC
			01-07-2026 to till now (2026-27)	Shri Praveer Mohan Verma, CoSP	Smt. Simesh Verma, Senior Deputy Secretary	Head, CSIR-HRDC
11	Ms. Ujjwal	ASO (G)	01-04-2026 to 30-06-2026 (2026-27)	Sh. Arvind, SO (G)	Smt. Simesh Verma, Senior Deputy Secretary	Head, CSIR-HRDC
			01-07-2026 to till now (2026-27)	Shri Praveer Mohan Verma, CoSP	Smt. Simesh Verma, Senior Deputy Secretary	Head, CSIR-HRDC
12	Sh. Sanjeev Kumar	J.S.A (G)	01-04-2026 to 30-06-2026 (2026-27)	Sh. Arvind, SO (G)	Smt. Simesh Verma, Senior Deputy Secretary	Head, CSIR-HRDC
			01-07-2026 to till now (2026-27)	Shri Praveer Mohan Verma, CoSP	Smt. Simesh Verma, Senior Deputy Secretary	Head, CSIR-HRDC
13	Shri Jatin	J.S.A (G)	29-07-2026 to till now (2026-27)	Shri Praveer Mohan Verma, CoSP	Smt. Simesh Verma, Senior Deputy Secretary	Head, CSIR-HRDC
14	Sh. Govind Kumar	Junior Steno	01-04-2026 to till now (2026-27)	Head, CSIR-HRDC	Head, CSIR-HRDC	Head, CSIR-HRDC
15	Shri Jai Prakash	Deputy Financial Adviser	01-04-2026 to till now (2026-27)	Head, CSIR-HRDC	Dy FA, CSIR	Head, CSIR-HRDC
16	Sh. Shrikant Sharma	SO (F&A)	01-04-2026 to till now (2026-27)	Shri Jai Prakash, Dy FA	Head, CSIR-HRDC	Head, CSIR-HRDC
17	Sh. Amit Dahiya	ASO (F&A)	01-04-2026 to till now (2026-27)	Sh. Shrikant Sharma, SO (F&A)	Shri Jai Prakash, Dy FA	Head, CSIR-HRDC
18	Shri Suraj	JSA(F&A)	09-07-2026 to till now (2026-27)	Sh. Shrikant Sharma, SO (F&A)	Shri Jai Prakash, Dy FA	Head, CSIR-HRDC
19	Shri Praveer Mohan Verma	CoSP	01-04-2026 to 10-07-2026 (2026-27)	Head, CSIR-HRDC	DG, CSIR	Head, CSIR-HRDC

20	Sh. Sukhvir Singh	SPO	01-04-2026 to till now (2026-27)	Head, CSIR-HRDC	DG, CSIR	Head, CSIR-HRDC
21	Sh. Risal Singh	SO(S&P)	01-04-2026 to till now (2026-27)	Sh. Sukhvir Singh, SPO	Head, CSIR-HRDC	Head, CSIR-HRDC
22	Sh. Pawan Kumar	SO(S&P)	01-04-2026 to till now (2026-27)	Sh. Sukhvir Singh, SPO	Head, CSIR-HRDC	Head, CSIR-HRDC
23	Sh. Suhaib Ahmed Saifi	ASO (S&P)	01-04-2026 to till now (2026-27)	Sh. Pawan Kumar, SO(S&P)	Sh. Sukhvir Singh, SPO	Head, CSIR-HRDC
24	Sh. Ngrinder Singh	Work Assistant/MTS	01-04-2026 to till now (2026-27)	Ms. Ruby Madnawat, Sr. Technical Officer (1)	Head, CSIR-HRDC	Head, CSIR-HRDC
25	Smt. Mithlesh	Work Assistant/MTS	01-04-2026 to till now (2026-27)	Dr. Nadir Sheikh, Scientist-F	Head, CSIR-HRDC	Head, CSIR-HRDC

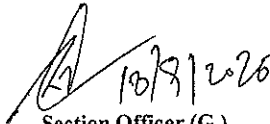

 Section Officer (G.)
 CSIR-HRDC, Ghaziabad

List of Reporting & Reviewing Officers for the year 2026-27

Technical Staff

Annexure II

Sl No.	Name of Employee	Designation	Reporting Period	Name of Reporting Officer & Designation	Name of Reviewing Officer & Designation	Tour Authority
1	Sh. Bijendra Pal	Principal Technical Officer	01-04-2026 to till now (2026-27)	Dr. Vinay Kumar, Scientist-G	Head, CSIR-HRDC	Head, CSIR-HRDC
2	Dr. Alok Kumar Goel	Principal Technical Officer	01-04-2026 to till now (2026-27)	Dr. Nadir Sheikh, Scientist-F	Head, CSIR-HRDC	Head, CSIR-HRDC
3	Sh. Sanjay Singh	Sr. Technical Officer (2)	01-04-2026 to till now (2026-27)	Head, CSIR-HRDC	Head, CSIR-HRDC	Head, CSIR-HRDC
4	Smt. Preeti	Sr. Technical Officer (2)	01-04-2026 to till now (2026-27)	Dr. Vinay Kumar, Scientist-G	Head, CSIR-HRDC	Head, CSIR-HRDC
5	Smt. Neeti Sagar	Sr. Technical Officer (2)	01-04-2026 to till now (2026-27)	Dr. Vinay Kumar, Scientist-G	Head, CSIR-HRDC	Head, CSIR-HRDC
6	Sh. Yogesh Kumar	Sr. Technical Officer (1)	01-04-2026 to till now (2026-27)	Dr. Vinay Kumar, Scientist-G	Head, CSIR-HRDC	Head, CSIR-HRDC
7	Smt. Ruby Madnawat	Sr. Technical Officer (1)	01-04-2026 to till now (2026-27)	Dr. Nadir Sheikh, Scientist-F	Head, CSIR-HRDC	Head, CSIR-HRDC
8	Sh. Pratipal Rathor	Technical Assistant	01-04-2026 to till now (2026-27)	Dr. Vinay Kumar, Scientist-G	Head, CSIR-HRDC	Head, CSIR-HRDC
9	Sh. Chandra Pal Singh	Technical Assistant	01-04-2026 to till now (2026-27)	Dr. Ambrish Saurikha, Scientist-G	Head, CSIR-HRDC	Head, CSIR-HRDC
10	Sh. Anil Kumar	Sr. Technicaial(II)/Staff Car Driver	01-04-2026 to till now (2026-27)	Sh. Sanjay Sadawarti, Section Officer (G.)	Smt. Kumud Singh, Deputy Secretary	Head, CSIR-HRDC


Section Officer (G.)
CSIR-HRDC, Ghaziabad

