



**ADMINISTRATION
AND
FINANCE**

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1. ADMINISTRATION

The Department of Scientific & Industrial Research (DSIR) was created in January 1985. The Administrative Division of the Department, comprising Establishment Section, General Section and Vigilance Unit, looks after activities related to personnel, implementation of the Flexible Complementary Scheme (FCS) promotion mechanism meant for the Scientists (Group 'A'), foreign deputations of officers, vigilance matters, administrative reforms mechanism, work relating to CGHS facilities, staff welfare, coordination etc.

Since both DST & DSIR are situated in same premises, all the celebrations such as Annual Sports Events, Hindi Pakhwada, Vigilance Week, Yoga Day etc. are celebrated as a common event with active cooperation of both Departments.

1.1 Staff Strength

The staff in position in different groups in the Department other than that of autonomous bodies viz. Council of Scientific and Industrial Research (CSIR)/ Consultancy Development Centre(CDC) and Public Sector Undertakings viz. National Research Development Corporation (NRDC)/ Central Electronics Limited (CEL) as on 1st December, 2017 is given below and in **Annexure 16**:

	General	SC	ST	OBC	Total
Group 'A' (Gazetted)	28*	05	02	04	39*
Group 'B' (Gazetted)	06	04	00	00	10
Group 'B' (Non-Gazetted)	08	00	02	03	13
Group 'C'	04	08	01	02	15
Total	46*	17	05	09	77*

*Excluding one post of JS (Admn.) which is on notional basis.

1.2 Rajbhasha Section

With a view to ensure compliance of the constitutional and legal provisions regarding Official Language of the Union and to promote the use of Hindi for the official purposes of the Union, Rajbhasha Section has been set up in the Department of Scientific & Industrial Research under the Ministry of Science & Technology. The Rajbhasha Section has been making continuous efforts for accelerating the progressive use of Hindi in transaction of the official business of the Union. During the period under report the Rajbhasha Section has taken following steps to ensure the progressive use of Hindi in the department and in Autonomous Bodies and Public Sector Undertakings under its administrative purview-

- In pursuance of the Section 3(3) of the Official Language Act, 1963 implementation of the provisions of the Act was complied with fully and all the documents, reports, monthly summaries, etc. were issued bilingual.
- 04 Meetings of the Departmental Official Language Implementation Committee were held in time wherein suitable decisions were taken and follow up thereof were monitored at appropriate level.
- 04 Quarterly Progress Reports pertaining to propagation of Hindi and Annual Hindi Assessment Report were made available to the Department of Official Language in time.
- Inspections relating to use of Hindi in official business in NRDC, CDC, NPL and CEL were carried out and shortcomings, if any, were pointed out and discussed with the Competent Authority.



- Hindi Workshop for the officials of DSIR was organized on 12.06.2019 wherein 20 officials of the department participated.
- Hindi Pakhwada from 09 to 20 September, 2019 was celebrated in collaboration with the Department of Science and Technology wherein a number of competitions were held and cash prizes along with citations were given away.

2. Finance

The financial summary giving the AE 2018-19, BE 2019-20, RE 2019-20, AE 2019-20 (up to 31st January 2020) and BE 2020-21 (proposed) for DSIR is given in Table -1.

3. Extracts from CAG's Report

The extracts from CAG's report are given at **Annexure 17**.