

INDIAN STATISTICAL INSTITUTE
203 BARRACKPORE TRUNK ROAD
KOLKATA 700 108

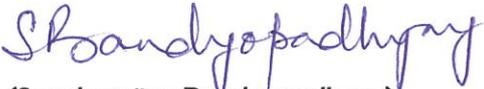
No. D.O./2022/259

12 September 2022

CIRCULAR

In continuation of the Circular No. D.O./21126 dated 19 September 2013 and Office Order No. D.O./21141 dated 24 September 2013, and as per the C-CAIR rules accepted in the Council Meeting held on 14 March 2022 and issued vide Office Order No. D.O./2022/175 dated 17 June 2022, for carrying out externally funded consultancy/project work lying within the scope of the C-CAIR rules accepted in the Council Meeting held on 14 March 2022, scientific workers would need to apply to Head of the respective C-CAIR in the format to be obtained from the Office of the respective C-CAIR. The Head of C-CAIR will be the approving authority for such funded work. Head, C-CAIR will consult Centre Head and/or Dy. Director and/or Director as appropriate whenever required, particularly in case of high value projects or projects that use significant infrastructure of ISI and in cases involving legal documents like MoU. Scientific workers will avail of Project Duty Leave (PDL) in order to carry out work related to externally funded projects/ consultancy away from their respective offices of posting. Application for PDL will be made to Head of the relevant C-CAIR using a form, to be obtained from C-CAIR. Head of the relevant C-CAIR will sanction PDL of up to 7 days in a single spell. Beyond that the sanctioning authority will be the Head of Delhi Centre/ Bangalore Centre of the Institute as appropriate, Dy. Director or Director, with intimation to the Personnel Unit at Headquarters and the relevant offices in Delhi Centre and Bangalore Centre of the Institute.

For availing Academic Leave the enclosed form is to be used henceforth.


(Sanghamitra Bandyopadhyay)
Director

Copy to :

1. Heads of C-CAIR
2. All Professors-in-Charges
3. Head, SQC & OR Division
4. Heads of Centres
5. All Heads of Units/Departments/Sections
including outlying Centres/Branches
6. Council Section
7. Personnel Unit
8. Director's Office.

with a request to circulate
this order amongst DCSW
Members of the respective
Division/Unit