

No.2/9/Admin.(A&B)/2013-2014
Forest Research Institute
(Indian Council of Forestry Research & Education)
P.O. New Forest, Dehra Dun

Dated the 23rd December, 2013.

To,

The Group Coordinator (R), FRI
All Head of Divisions, F.R.I.
Dean (Acad.), FRI (Deemed) University
Head, Engineering Cell, FRI
Chief Librarian, NFLIC
Sr. M.O. Incharge, NFH
PS to Director, FRI
PS to Registrar, FRI

Sub: Completion of Annual Confidential Reports in respect of Scientists for the period 2013-2014 (01.04.2013 to 31.12.2013) – regarding.

Sir/Madam,

A copy of Letter No.23-24/2013/ICFRE (RB), Dated 20th December, 2013 on the subject mentioned above, received from the ADG (Recruitment Board), ICFRE is enclosed herewith, with the request that the same may please be brought into the notice of all concerned officers for needful.

Encl: As above.

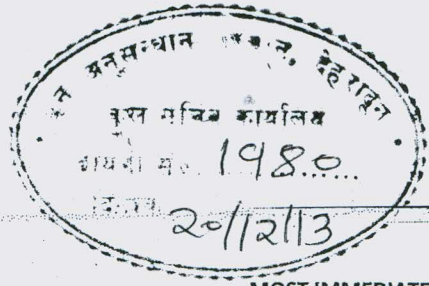
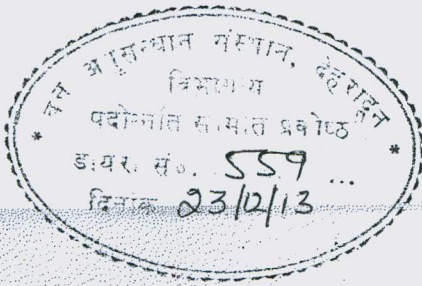
Yours faithfully,


(Shashikar Samanta)
Registrar,
Forest Research Institute.

Copy to the Incharge, IT Cell, FRI, Dehradun with request to kindly put this letter alongwith enclosure on the website of FRI, Dehradun.

DPC

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20/12



MOST IMMEDIATE

कमल प्रीत, मा0ब0से0
सहायक महानिदेशक (भर्ती बोर्ड)
Kamal Preet, IFS
Assistant Director General
(Recruitment Board)



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Phone No. 0135-2755119
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kamalpreet@icfre.org

भारतीय वानिकी अनुसंधान एवं शिक्षा परिषद
INDIAN COUNCIL OF FORESTRY RESEARCH & EDUCATION
(पर्यावरण एवं वन मंत्रालय, भारत सरकार की एक स्वायत्त परिषद)
(An Autonomous body under the Ministry of Environment & Forests, Government of India)
पो0 ओ0 न्यू फॉरेस्ट, देहरादून - 248 006 (उत्तराखण्ड)
P.O. New Forest, DEHRA DUN - 248 006 (Uttarakhand)

No.23-24/2013/ICFRE (RB)

Dated the 20th December 2013

To

All Dy Director General/Director (IC)/ADG (IT&FS)
All Directors of Institute/Center under ICFRE

Sub: Completion of Annual Confidential Reports in respect of Scientists for the period 2013-2014 (01.04.2013 to 31.12.2013) - regarding.

Sir,

It is to inform that the present Director General, ICFRE is due to retire from service on 31.12.2013. As per Rules when the reporting officer retires or otherwise demits office, he may be allowed to give the report of his subordinates within a month of his retirement or demission of office. This provision is extended to the Reviewing Authority also to enable him review the ACRs of his subordinates within one month of his retirement or demission of office.

In view of above, I am directed to request that the Annual Confidential Reports in respect of Scientists working under your kind control for the period 01.04.2013 to 31.12.2013 may kindly be got reported/reviewed from the concerned officers and forwarded the same to the PS to DG, ICFRE for getting these reviewed/accepted from the Director General, ICFRE.

It is also to intimate that only single copy of the ACRs in respect of Scientists may be sent, as on completion of the ACRS, the same shall be placed on icfrewebportal for perusal of the concerned scientist and making a representation against the remarks made in the ACRs, if he so desires.

Vrgent

RIRI for n.a

(Signature)
20/12/13

Yours faithfully,

(Signature)

(Kamal Preet)
Asstt. Director General,
Recruitment Board, ICFRE

To

The Private Secretary to the DG, ICFRE for information

