



COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH
HUMAN RESOURCE DEVELOPMENT GROUP
CSIR COMPLEX, LIBRARY AVENUE, PUSA,
NEW DELHI-110012

No. 10(4)/7CPC/2018-Pool

Dated: 22.11.2019

OFFICE MEMORANDUM

Subject: Processing of claim towards arrears of Dearness Allowance (DA) and revised salary/ arrears of salary in respect of CSIR- Senior Research Associates (CSIR-SRAs)-reg.

Ref.:- 1. CSIR OM No. 10(4)/Miscellaneous/2019-Pool Dt.07/06/2019 reg. revision of DA effective from 01.01.2017.

2. CSIR OM No. 10(4)/7CPC/2018-Pool Dt.05/11/2019 reg. revision of pay of SRAs in line with 7th CPC w.e.f 01.09.2018.

In continuation to this Office Memorandums under reference, the following directives are hereby issued for processing arrears of Dearness Allowance (DA) and revised salary/ arrears of salary in respect of CSIR- Senior Research Associates (CSIR-SRAs) :-


I. Arrears of Dearness Allowance as per 6th CPC: In pursuance of CSIR OM No. 10(4)/Miscellaneous/2019-Pool Dt.07/06/2019 the claim of revised DA as per 6th CPC will be admitted for the period from 01.01.2017 to 31.08.2018 only as the pay & allowances of CSIR SRAs has already been revised in line with 7th CPC vide reference no. 2 above. Hence, arrears bill towards revised DA be claimed, accordingly, if not submitted earlier.

II. Arrears of Pay and Allowances in line with 7th CPC: Arrears of Pay and Allowances(i.e. Dearness Allowance & House Rent Allowance) for the period from 01/09/2018 to 30/09/2019 in respect of CSIR-SRAs (one arrears bill for one SRA) be claimed in accordance with CSIR OM No.10(4)/7CPC/2018-Pool Dt.05/11/2019 in the enclosed Proforma only.

From 01/10/2019 onwards monthly pay will be released at revised rates in line with 7th CPC in accordance with aforementioned OM. Thus, all institutes are requested to kindly forward pay bills accordingly in the existing Proforma i.e. PART-B: Individual Release of Grants.

III. Revised Contingency grant claim: Consolidated contingency bill in respect of all SRAs of the institute for the Financial Year 2019-2020 may be submitted in accordance with CSIR OM No.10(4)/7CPC/2018-Pool Dt.05/11/2019 in the existing PART-A: Institutional Release of Grants duly supported with necessary Statement of Accounts and Utilization Certificates for the grant released previous Financial Year 2018-2019. Contingency bills be admitted only after:-

- i) adjusting unspent grant of previous financial year and
- ii) deducting previous contingency grant released in current financial year at old rates.


(Anita Singh)
Under Secretary, EMR
CSIR-HRDG

Encls: Proforma for claiming Arrears of Pay and allowances w.e.f. 01/09/2018.

To

Registrars/Directors of all Grantee Universities/Instt.s/CSIR Labs.

Copy to:-

1. PA to Head, HRDG
2. Scientist-in-charge, Pool
3. Under Secretary, Pool
4. F.A.O. (EMR)
5. Head, IT Division, CSIR Complex--- with request to upload this O.M. on CSIR-HRDG website under title:- "Guidelines for claiming Revised Pay Bills and Arrears of Pay etc. Bills in respect of CSIR- Senior Research Associates (CSIR-SRAs)"
6. Office Copy

**Council of Scientific & Industrial Research
Human Resource Development Group (HRDG)**

PART-B: INDIVIDUAL RELEASE OF GRANTS (ARREAR CLAIM OF PAY AND ALLOWANCES OF SRAs ONLY) [(Please refer to CSIR O.M. No.10(4)/7CPC /2018-Pool Dt.05/11/2019)]

Name of host Institute: _____

Name of Senior Research Associate & File No.	D.O.J. & Present Sanctioned Tenure upto	Bank Account Details of SRA viz. Bank A/c No., IFSC Code & Name of Bank	Aadhaar Number of SRA	Period of Arrears Claim		Grant Already Drawn			Total Drawn Amount	Grant Due after Revision of Pay w.e.f. 01-09-2018			Total Due Amount after Revision of Pay w.e.f. 01-09-2018	Arrear Amount (Rs.)
				From	To	Pay	DA	HRA		Pay	DA	HRA		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10) (7+8+9)	(11)	(12)	(13)	(14) (11+12+13)	(15) (14-10)

Certified that the Research Fellow has regularly attended the office to pursue his/her research work and availed _____ days of leave (without pay) during the aforesaid period for which Arrear Claim has been forwarded to CSIR.

Name and Signature of Registrar/Principal/Administrative Officer/Finance & Accounts Officer with Official Seal/Stamp and Date

Note:- This Proforma is meant only for Arrear Claim of Pay, DA and HRA in respect of CSIR-SRAs only and it should be sent to Section Officer, Pool Section, CSIR Complex, Library Avenue, Pusa, New Delhi-110012.