

Statement of the Boards, Councils, Committees and other Bodies

(consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of these Boards, Councils, Committees and other bodies are open to the public, or the minutes of such meetings are accessible for public.)

Information related to the Councils/Committees of CSIR-CFTRI

(a) Research Council (RC) and its generic composition

For each National Laboratory, there shall be a Research Council comprising: -

1. Five external experts, one of whom shall be designated as Chairman.
2. Representative of concerned Scientific Departments / Agencies of Government of India.
3. Director of the Laboratory.
4. Director/Sr. Scientist from a sister laboratory.

Director General or his representative shall be permanent invitee.

Members at (1), (2) and (4) including the Chairman shall be nominated by Director General. The Secretary of the Research Council shall be nominated by the Director. The Secretariat for Research Council shall be provided by the National Laboratory.

The Chairman of RC shall preside the meeting. In the absence of the Chairman, members present shall elect a member to preside the meeting.

The term of nominated members of Research Council shall be for a period of three years. The Research Council shall meet not less than two times a year.

Functions of Research Council

The Research Council shall: -

1. Advise on the formulation of R&D programmes and future directions of activities of the laboratory keeping in view the Five Year Plans, national priorities and opportunity areas.
2. Suggest networking with other CSIR National Laboratories on programmes of mutual interest.
3. Review R&D activities and research programmes and advise on future directions.
4. Advise on fostering linkages between the Laboratory, industry and potential clients.
5. Any other function as may be assigned by Director General / Governing Body.

The Proceedings of the Research Council shall be approved by its Chairman. In the absence of Chairman of RC, one of its members who presides the meeting as Chairman shall approve the Proceedings of the said meeting. The Director-General may amend any of the decisions of the Research Council which shall be binding.

b) Management Council (MC) and its generic composition

There shall be a Management Council for each National Laboratory for management of affairs of the Laboratory within the framework of Rules and Regulations, directions and guidelines issued by Society, Governing Body, Director General and the Director.

The Management Council shall comprise: -

1. Director of the National Laboratory - Chairman
2. Four scientists of the Laboratory representing the staff of various age groups.
3. One representative of the technical personnel.
4. One Director level scientist from the same Laboratory or sister laboratory.
5. Head, Research Planning Business Development/Planning, Monitoring and Evaluation of the National Laboratory.
6. Controller of Finance & Accounts/F&AO of the Lab.
7. Controller of Administration/Administrative Officer of the Laboratory as Member Secretary.

Members at (2) to (6) to be nominated by Director-General, CSIR. The term of the nominated members shall be for a period of two years.

All matters at the Management Council meeting shall be decided by the majority view.

Each member including the Chairman shall have one vote.

The Chairman of Management Council shall preside the meeting and in the event of temporary vacancy in the office of the Director or absence of Director on account of illness, leave, deputation abroad, etc., the Acting Director of the Laboratory shall be the Chairman of the Management Council. The Chairman of MC shall preside the meeting of the MC and also approve the Proceedings.

The Management Council shall meet as and when required for effective management of the Lab./Instt., but not less than thrice in a financial year.

Functions of Management Council

1. To administer and manage the affairs and environs of the laboratory.
2. To write off irrecoverable monetary losses and Stores within the limits prescribed by CSIR.
3. To recommend the resource allocation for R&D activities / facilities of Lab./Instt.
4. To monitor the progress of R&D and other activities of the Lab./Instt.
5. To recommend devolution of powers to the Project Leaders for the proper implementation of the projects / activities.
6. To approve contract R&D, consultancy projects and licensing of IPR beyond the powers of Director.
7. To consider the annual report of the National Laboratory.

8. To constitute selection committees and assessment committees for all Technical and support staff.
9. Any other matter, as may be referred by the Director-General.

The proceedings of the Management Council shall be approved by its Chairman. The Governing Body or Director-General as its Principal Executive Officer may review / amend any of the decisions of the Management Council, and pass such orders as considered necessary, which shall be binding on the Management Council.

Meetings of the Management Council are not open to the public.