राष्ट्रीय विज्ञान संग्रहालय परिषद National Council of Science Museums संस्कृति मंत्रालय, भारत सरकार Ministry of Culture, Govt. of India कोलकाता/Kolkata-700091

सं -आई/ I-13019/1/636

दिनांक/ 10.05.2018

कार्यालय आदेश /OFFICE ORDER NO. 22/2018

Based on the recommendations made in the 144th meeting of the Directors' Committee of NCSM held on 20/21 April, 2018, it has been decided that common seniority lists of employees appointed against various posts/positions shall be maintained w.e.f 01.04.2018. As such, all the national level museums/centres are hereby requested to send the service particulars in respect of employees as on 1st April of each year against each post/position in the enclosed format (in excel sheet) for compilation of common seniority lists at this office.

This issues with the approval of DG, NCSM.

Encl. As above

(चंद्रकांत दास/Chandrakant Das)

सचिव /Secretary

To,

01. Directors of all NCSM units/MD, CMD

02.PPS to DG, NCSM

03. Sr. CoA, Science City

04. CoFA, NCSM

05.CoA, VITM/NSCM/NCSM Hqrs.

06.Dy. CoA, BITM/MC/NSCD

07.PRO, NCSM - for upload on website of NCSM.

08. Office order register

09. Guard file

10.Office Copy

राष्ट्रीय विज्ञान संग्रहालय परिषद 33,ब्लॉक-जी.एन. सैक्टर-5, बिधान नगर कोलकाता-700091 कार्यालय प्रति संलग्न हाँ / नहीं दिनांक- १६ 5 //8

Format for common seniority list of employees

me of the post/position:-	Designation	Date of Birth	Date of	Date of joining in	Date of appointment	Mode of recruitment	Remarks, if any
No. Name of the incumbent	Doug	4	retirement	the Council	in the grade		
			5	6	7	8	9
1 2	3	4					