

Dear Colleagues

This is to inform you that IRC meeting is scheduled for 24-27 July 2013.

The reporting period for the progress of the projects is 1st April 2012 to 31st March 2013.

You are therefore requested to initiate the preparations for IRC meeting, which requires:

1. Action Taken Report (ATR) as per the recommendations of last three IRC/ SRC meetings. Please submit these on or before **10.7.2013** (Please do not repeat ATR for completed items).
2. Progress of the Division/ Unit/ Regional Station for the reporting period (April 2012- March 2013) in bullet form. Please submit these on or before **10.7.2013**.
3. RPF-II i.e. Progress Report of ongoing projects in the prescribed format for the period April 2012 to March 2013. Please submit these on or before **10.7.2013**.
4. RPF-III of completed projects, if any, by **10.07.2013**.
5. List of new scientists (name, designation, discipline, and date of joining) joined after May 17, 2012 by **10.7.2013**.
- 6.

The details of programme will be intimated later

Thanks & best regards
Celia Chalam
Member Secretary, IRC