

Information flow in CSIR

Questionnaire Type – A

Name (Optional) _____,

Designation (mandatory) _____

Laboratory (Mandatory) _____

1. Do you have access to email/internet facility ?

In office	At home	In Library

2. Where do you find the information send to staff from CSIR and from your Lab

	CSIR	CEERI
See it on the Notice board		
Web page (Internet)		
Hear from other colleagues		
Delivered to my desk		
Through Public address system in the lab		
Video Conferencing		
Telephone		
None of above		
Public Web Pages		

3. How often you get information from Director/HOD/CoA of the lab (on future projects, rule amendments, HRD, Lab achievements):

	Very Often	Occasionally	Rarely	Never	Others
In person /meetings / special functions					
Through Public Notice Board					
E-mail/Internet/Video Conf.					
Telephone					
Any other means					

4. How many times your supervisor / HOD / project leader/colleagues/students discuss about the current project related issues:

	Your students	Colleagues	Project Leader	HOD	Director
Daily					
Once a week					
Once fortnightly					
Once a month					
Once in 3 months					
Never					

5. Does your supervisor/ HOD /project leader discuss with you about the up-coming projects/project formulation

Never (till the project is formerly presented)	
Always	
I help in project formulation,	
My suggestions are valued and incorporated	
My suggestions are not incorporated	

6. Does your supervisor/HOD/Project Leader/ colleagues/students appreciate /question your competence ?

Appreciate Competence	Your students	Colleagues	Project Leader	HOD	Director
Never					
Rarely					
Often					

Question Competence	Your students	Colleagues	Project Leader	HOD	Director
Never					
Rarely					
Often					

7. Does your supervisor/ HOD / project leader/colleagues/students enquire (informal) about your personal well being (career aspirations, health, family, children’s education) etc. ?

	Your students	colleagues	Project Leader	HOD	Director
Very often					
often					
Occasionally					
Rarely					
Never					

8. Did you ever miss any vital information ?

- a. Personal (promotion, house allotment, deputation, medical related) Y/N
- b. Official (related to project, assignments, funds, etc.) Y/N
- c. If yes to any of above, please mention in brief .

9. What are the core competences of your lab (pl mention 3 - 5 only):

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10. Give the number of projects in your lab:

- a. In-house projects:
- b. Sponsored projects :
- c. Supra/network project

11. Do you know the about the expertise/Research fields of your team members

	Scientist (number =)	Technical (number =)
All		
>50 %		
<50 %		
<10%		

12. Do you know about the expertise/ Research fields of other staff members in your lab

	Scientist (number =)	Technical (number =)
All		
>50 %		
<50 %		
<10%		

13. Please mention any five (or more) special / major facilities/equipment in your lab

14. Does your lab have any field/extension centers: Yes / No, If yes,

Strength of each center	
Sponsored projects	
Supra/network projects	
In house projects	
Number of Significant achievements :	

14. What is the total ECF of your lab (best of last three years or this year):

15. Do you know about the recent purchase rule amendments ? Yes / No

16. Do you know that there was a committee (Headed by Dr Vikram Kumar & consisting of staff from different labs) formed by DG, CSIR to suggest amendments for sixth pay commission ?

Yes / No

17. All staff members were asked to give comments on sixth pay commission through the Directors of the Labs . Did you provide any information to your Director ? Yes / No

If , no, what were the reasons :

Time was too short	
I was not interested	
I was busy in Lab	
I was on holidays	
I knew nothing about it	

18. What are the significant achievements of your lab (if possible mention year) ?

19. Number of projects in your Lab/Division/Group over last five years, which could not meet time / specifications targets : (You may name the project if you wish)

20. What are the significant achievements CSIR in your opinion ?

21. In your opinion would it be useful to *compile* all the CSIR Communication or Lab OMs etc. and place it

(a) In Library

(b) on Home page of Lab

22. Your suggestions to improve information flow

in your (a) laboratory

(b) among other labs:

(c) With CSIR

