



भाकृअनुप-केन्द्रीय रोपण फसल अनुसंधान संस्थान
कासरगोड़ - 671124, केरल, भारत



ICAR-Central Plantation Crops Research Institute
Kasaragod - 671124, Kerala, India
(An ISO 9001:2015 Certified Institution)



F.No.11(9)Celebrations/2020-Estt.

Date: 10.08.2023

CIRCULAR

The '**INDEPENDENCE DAY**' will be celebrated at this Institute on 15th August, 2023 (Tuesday). All the Officers and staff members of CPCRI, Kasaragod including scheme staff are requested to participate in the celebration along with their family members.

The National Flag will be hoisted by the Director, CPCRI, Kasaragod in front of the Laboratory-cum-office building precisely at 8.00 AM, followed by the singing of National Anthem as per the programme given below;

7.30 AM	- Long Siren
7.50 AM	- All persons to assemble in front of the Office.
7.55 AM	- All persons to line-up in front of the flag mast.
8.00 AM	- Flag hoisting by the Director

- National Anthem
- Address by the Director
- Distribution of sweets

Those **reaching late** (after 7.55 AM) are requested **not to join** the function, as it will disturb the proceedings.

Since it is compulsory for Government servants to attend the Flag hoisting ceremony, all Heads of Divisions/Sections Heads are requested to ensure the attendance of the personnel working under them.

(Pradeepkumar Vasu)
Asst. Administrative Officer (Estt.)

Distribution:

1. Project Coordinator (Palms), All Heads of Divisions ICAR-CPCRI Kasaragod
2. Scientist in-charge (Farm), ICAR-CPCRI Kasaragod
3. Head (KVK), ICAR-CPCRI Kasaragod
4. Chief Finance & Accounts Officer, ICAR-CPCRI Kasaragod
5. Administrative Officer, ICAR-CPCRI Kasaragod
6. The Secretary, Recreation Club/Deptl. Canteen/Co-op Society, ICAR-CPCRI Kasaragod
7. Asst. Adm. Officer (E &M/P&IM/Accounts), CPCRI, Kasaragod.
8. PS to Director, PME Cell, Library/AKMU, RTI & APAR Cell, CPCRI Kasaragod
9. Administration e-Office/ Website.

**CENTRAL PLANTATION CROPS RESEARCH INSTITUTE
KASARAGOD - 671 124, KERALA.**

FLAG HOISTING ARRANGEMENTS FOR INDEPENDENCE DAY 2023

1.	Cleaning of premises, checking of National Flag and coir, painting of Flag mast	Shri K Krishnan Nair, Technical Officer
2.	Announcement, Breakfast, Command	Secretary, Recreation Club
3.	Arrangements for Photo/Video	Sri. Shymaprasad, CTO
4.	Installation of power supply & Audio system	Shri.Hareesh G.S, STO (IE) Shri. Devaraj K,TO (JE) Shri. Sunil, Technical Assistant(Electrical Engineer)
5.	Playing National Integration songs	Shri.Hareesh G.S, STO (IE) Shri. Devaraj K,TO (JE) Shri. Sunil, Technical Assistant
6.	Singing of National Anthem	All participants
7.	Purchase of sweets for distribution	Cashier
8.	Leading the Director to the Flag mast	Administrative Officer
9.	Helping the Director for hoisting the flag	Shri. B. Ramachandran, SSS
10.	Intimation to Security to close the gate at 7.55AM	Shri K Krishnan Nair, Technical Officer

