



भाकृअनुप - केन्द्रीय रोपण फसल अनुसंधान संस्थान
कासरगोड, केरल, भारत
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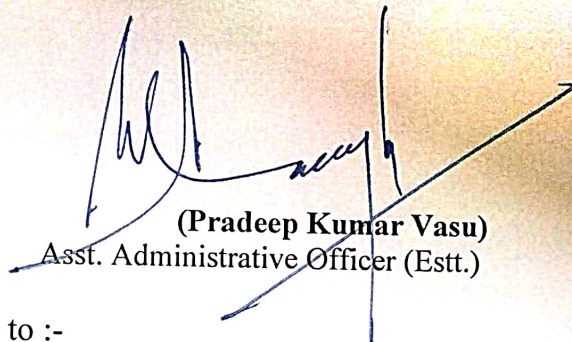
Date:- 29.01.2021

OFFICE ORDER

The e-Office NIC team has issued a Standard Operating Procedure, according to which, all the copies of Office Orders and Circulars pertaining to the Institute is required to be uploaded and placed in Notice Board/updating in the ICAR e-Office.

Accordingly, the Competent Authority is pleased to order that all the copies of Office Orders, Circulars etc. that are required to be placed in the e-Office Notice Board may be sent to Administrator (e-Office) (in pdf format) through mail to hareesh.gs@icar.gov.in. Likewise, the Office Orders pertaining to recruitment/ superannuation/ resignation/ promotion/transfer and also the change in responsibilities in respect of staff of CPCRI Hqrs, Regional Station, Research Centres and KVKs may be sent to the Administrator (ICAR e-Office) (in pdf) to the mail id indicated above to update the ICAR eOffice parameters.

A copy of the Office Orders, Circulars etc. (in pdf) may also be sent to the Nodal Officer (ERP) (sebastian.george@icar.gov.in or seb.george@gmail.com) for updating the ICAR-ERP.


(Pradeep Kumar Vasu)
Asst. Administrative Officer (Estt.)

Copy for information and for strict compliance forwarded to :-

- 1 The Acting PC (Palms), CPCRI, Kasaragod.
- 2 All Acting Heads of the Division, CPCRI, Kasaragod.
- 3 The Acting Head, CPCRI, RS, Vittal & Kayamakulam.
- 4 Head KVK, CPCRI, Kasaragod & Kayamakulam.
- 5 The Scientist in charge, CPCRI Research Centre, Mohitnagar, Kidu & Kahikuchi.
- 6 The Chief Administrative Officer/Administrative Officer, CPCRI, Kasaragod.
- 7 The Senior Finance and Accounts Officer, CPCRI, Kasaragod.
- 8 Asst. Admn. Officer (Bills/Estt./Stores/), & I/c Stores CPCRI, Kasaragod.
- 9 PME Cell/RTI & APAR cell/ PS to Director, CPCRI, Kasaragod.
- 10 Hindi Cell/AKMU/Library/Farm/website/Administrative e-office.