



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

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**FLAG HOISTING ARRANGEMENTS FOR REPUBLIC DAY 2021**

1.	Cleaning of premises, checking of National Flag and coir, painting of Flag mast	ACTO (Farm)
2.	Announcement/Commanding	Secretary, Recreation Club
3.	Arrangements for Photo/Video	Shri. Shymaprasad, ACTO
4.	Installation of power supply & Audio system	Shri.Hareesh G.S, TO (IE) & OIC (Electrical) Shri. Devaraj K,STA (JE) Shri. Sunil, Sr. Technician
5.	Playing National Integration songs	Shri.Hareesh G.S,TO (IE) & OIC (Electrical) Shri. Devaraj K,STA (JE) Shri. Sunil, Sr. Technician
6.	Singing of National Anthem	All participants
7.	Purchase of sweets for distribution	Cashier
8.	Leading the Director to the Flag mast	Chief Administrative Officer
9.	Helping the Director for hoisting the flag	Sri. B. Ramachandran, SSS
10.	Intimation to Security to close the gate at 8.55AM	ACTO (Farm)

  
Asst. Administrative Officer (Estt.)