



# ICAR - INDIAN INSTITUTE OF SPICES RESEARCH

(भारतीय कृषि अनुसंधान परिषद Indian Council of Agricultural Research)

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(ISO 9001 : 2015 Certified Institute)



F. No. 5(110)/2020-21-Bill

Date: 01.12.2020

## OFFICE ORDER

In accordance with the clarification received from the Council vide letter F.No.Lib.2(13)/2019-NP-Reim dated 12.09.2019 with regard to **"reimbursement of cost of newspaper bill"** approval of the competent authority is hereby conveyed to designate the following posts of ICAR-IISR, Kozhikode on par with ICAR Headquarters is as under for reimbursement of newspaper claim:-

Sl. No.	Designation of Post / Level of Officers	Designation of the post at ICAR Head Quarters	Reimbursement to be made per month (in Rs.)
1.	Director / HoDs / Principal Scientists	Director (SD) / Principal Scientists / Assistants Director General (ADGs)	₹850/-
2.	Senior Scientists / Scientists / AO / FAO / AAO / AF&AO / PS / CTO / ACTO / STO / TO	Scientists / Senior Scientists / Directors at ICAR HQ / DS / DDF / LA / Director (OL) SFAO / ACTO / PPS at ICAR HQ / SO and PS / STO/TO / FAO / AD(OL)/AF&AO / Law officer at ICAR HQ	₹500/-

Reimbursement of claims at the above rate(s) will be effective from the period 1<sup>st</sup> July to 31<sup>st</sup> December, 2020 onwards.

For administrative convenience and to avoid processing of claims on piece meal basis, newspaper claim may be submitted as per schedule below:-

Period of claim	Deadline for submission
January to June	On or before 31 <sup>st</sup> July
July to December	On or before 31 <sup>st</sup> January

Accordingly, entitled officers are requested to furnish their claim as per schedule above for processing reimbursement.

Head (General Administration)

Copy to:

1. All staff of ICAR-IISR, Kozhikode - through intra net

*Take the spice route to keep Covid at bay*

PABX: 0495-2731410/2731753/2731345 Director's Office: 0495-2730294 Project Coordinator: 0495-2731794,  
ARIS cell: 0495-2730704. IISR Experimental Farm, Peruvannamuzhi : 0496-2249371. KrishiVigyan Kendra,  
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