



भारतअनुसंधान भारतीय मसाला फसल अनुसंधान संस्थान
ICAR - INDIAN INSTITUTE OF SPICES RESEARCH

(भारतीय कृषि अनुसंधान परिषद Indian Council of Agricultural Research)

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 (ISO 9001 : 2015 Certified Institute)



No.F.1-9(95)2021-Estt.

Dated 30th April, 2021

OFFICE ORDER

Consequent on the decision taken in the Policy Committee Meeting, Director has ordered the following working arrangements among Administrative & Technical Staff with effect from 1st May, 2021 and until further orders.

1. Mr. R Bharathan, Chief Technical Officer is transferred to Library from PME. He will be working under the supervision of Dr. P Rajeev, Principal Scientist & Head, Social Sciences Section.
2. Ms. C K Beena, Private Secretary shall look after PME Section & HRD in addition to her duties as PS.
3. Ms. Seema M, Upper Division Clerk is transferred to Works Section from Establishment. She will be working under the supervision of Asst. Administrative Officer (Stores / Works).
4. Mr. Abhi Balagopal, Skilled Support Staff has been shifted to Establishment Section. He will be under the supervision of Mr. V C Sunil, AAO.
5. Ms. Rejina P Govind, Technician has been shifted from Tree Spices to Black pepper germplasm unit at Peruvannamuzhi.
6. Mr. C M Nikhil, Technician (T-1) has been shifted to Tree spices. He will look after Tree Spices and Crop Protection experiments at Peruvannamuzhi.
7. Mr. V. Vijesh, SSS is posted at black pepper germplasm unit, Peruvannamuzhi.
8. Dr. P Rajeev, Principal Scientist and Head of the Section of Social Science would be the controlling officer for all staff posted in Social Science Section. The Scientist / Technical staff including Library staff should report to Dr. P Rajeev for administrative and technical matters.

Proper handing over / taking over must be done by the concerned before moving to the new place of posting.

Distribution to:

1. Mr. R Bharathan / Ms. C K Beena / Ms. M Seema / Mr. Abhi Balagopal / Ms. Rejina P Govind / Mr. C M Nikhil / Mr. V Vijesh - through concerned Heads
2. Project Coordinator (Spices)/ Heads of Divisions & Section/ Head, ICAR-IISR Regional Station, Appangala / Scientist-in-charge, Chelavoor / Peruvannamuzhi / Programme Coordinator, KVK, Peruvannamuzhi
3. The Finance & Accounts Officer / PS to Director / Bills Section / Cashier / PME / Works / Stores / Display in INTRANET / Mr. V V Sayed - System Administrator

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