

### **Proceedings of the sixth meeting of XI Institute Joint Staff Council**

The sixth meeting of the XI Institute Joint Staff Council was held on 14 July, 2021 at 2:30 PM, through video conferencing mode at ICAR-Indian Institute of Spices Research, Kozhikode under the Chairmanship of Dr J Rema, Director, ICAR-IISR.

The following members were present:

	Official side		Staff side
1.	Dr.CK Thankamani	1.	Mr. CK Jayakumar (CJSC member)
2.	Dr. R Balaji Rajkumar	2.	Mr. OG Sivadas
3.	Mr. P Muaraleedharan	3.	Mr. VV Sayed Mohammed
4.	Mr. K Jayarajan	4.	Mr. C Ravindran
5.	Dr C Sarathambal, Secretary	5.	Mr. VC Sunil, Secretary

Secretary (Official side) welcomed the Chairman and all members of the XI IJSC. The Chairman reviewed the action taken report on the previous proceedings. The following items were discussed:

Sl. No.	Agenda items	Decision taken/action
1	Request to complete the purchase procedure of water filtration units for KVK hostel which was approved in the 4th Meeting of IJSC	Purchase of the water purifier may be completed as soon as possible. AAO, (Stores/Works)
2	Reimbursement of briefcase	This may be considered and processed as per rules. AO/FAO
3	Replying to the submissions/representations given by IJSC to the office	Replies may be given to the submissions/representations in future. AO/AAO Estt./AAO stores

The meeting came to an end with vote of thanks by VC Sunil, Secretary (Staff side).

This is issued with the approval of the Director.

-Sd-

Secretary-official side