



भाकृअनुष भारतीय मसाला फसल अनुसंधान संस्थान
ICAR - INDIAN INSTITUTE OF SPICES RESEARCH
 (भारतीय कृषि अनुसंधान परिषद Indian Council of Agricultural Research)
 पी.बी.संख्या: Post Bag No: 1701, मेरिकुन्नु पोस्ट Marikunnu PO, Kozhikode-673 012, Kerala
 (ISO 9001 : 2015 Certified Institute)



PME/IISR/30(26)/2025

Dated: 16th September, 2025

CIRCULAR

Ref: F. N o.7(5)/2025-Cd n (Tech.) Dated the 11th September 2025

Sl. No.	Date	Activity/ Location	Personnel Identified*
1.	17.09.2025	Inaugural function @10.00 am	Dr. Anees K, Alfiya P V, Mr. Sujeesh E S, Mr. A Sudhakaran, Mr. Binoy V S
2.	18.09.2025	Cleaning farm section 1	Mr. Sujeesh E, Mr. Binoy V S
3.	19.09.2025	Cleaning farm section 2	Mr. Sujeesh E, Mr. Binoy V S
4.	20.09.2025	Cleaning of Administrative section and weeding out files	Mr. Ajith K S, Mr. Krishnakumar P C
5.	21.09.2025	Cleaning library and Hindi cell	Mr. R. Bharathan
6.	22.09.2025	Cleaning ATIC and premises	Dr. Sajesh V K, Mr. Rakesh
7.	23.09.2025	Cleaning canteen and premises 1	Mr. Binoy V S, Mr. Vishnu B
8.	24.09.2025	Cleaning canteen and premises 2	Mr. Binoy V S, Mr. Vishnu B
9.	25.09.2025	Cleaning laboratories [Division of Crop Production & Postharvest Technology] -	Dr. Anees K, Alfiya P V, Mr. Vishnu B
10.	26.09.2025	Cleaning laboratories – Post-harvest Technology [Division of Crop Production & Postharvest Technology]	Dr. Anees K, Alfiya P V, Mr. Vishnu B
11.	27.09.2025	Cleaning laboratories [Division of Crop Improvement and Biotechnology]	Dr. Aarti S
12.	28.09.2025	Cleaning laboratories - Central Instrumentation Facility [Division of Crop Improvement & Biotechnology]	Dr. Aarti S
13.	29.09.2025	Cleaning laboratories - [Division of Crop Protection]	Dr. C. Sellaperumal
14.	30.09.2025	Cleaning laboratories [Division of Crop Protection]	Dr. C. Sellaperumal
15.	01.10.2025	Cleaning premises of Guest House	Mr. Krishnakumar P C
16.	02.10.2025	Cleaning backside of ginger herbarium	Mr. Binoy V S
17.	02.10.2025	Valedictory function @ 2:30pm	Dr. Anees K, Alfiya P V, Mr. Sujeesh E S, Mr. A Sudhakaran, Mr. Binoy V S

*The personnel identified shall take lead in organizing the assigned programmes and send daily report (with photographs before and after cleaning) to the Member Secretary alfiyapalliveedu@gmail.com), Swachhta Committee by 4:30 pm for communicating to the Council.

This circular is issued with the approval of Director.

Sd/-
Member Secretary, Swachhta Committee

Distribution to all: **DISPLAY IN INTRANET**

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Director's Office: 0495-2730294

PABX: 0495-2731410/2731753/2731345

ATIC cell: 0495-2730704, Fax : 0091-495-2731187

Project Coordinator: 0495-2731794

IISR Experimental Farm, Peruvannamuzhi : 0496-2249371

KrishiVigyan Kendra, Peruvannamuzhi : 0496-2662372

Email: director.spices@icar.gov.in

Website : www.spices.res.in