



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

(भारतीय कृषि अनुसंधान परिषद् Indian Council of Agricultural Research)

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F. No. 1-9(95)/2022-Estt.

Dated: 08-12-2025

## कार्यालय आदेश/OFFICE ORDER

Sub: Constitution of various committees at ICAR-IISR, Kozhikode – reg.

Ref: ICAR-IISR Office order: F. No. 1-9(95)/2022-Estt. Dated: 02.06.2025

In supersession of all earlier orders on the subject, Director, ICAR-IISR, Kozhikode has been pleased to reconstitute the following Committees, as detailed below with effect from 08.12.2025 and until further orders:-

I	POLICY COMMITTEE	
01	Director	Chairman
02	Project Coordinator (AICRP on Spices)	Member
03	Senior Administrative Officer	Member
04	All Heads of Divisions	Member
05	Dr. E Jayashree, Principal Scientist	Member
06	Head i/c, Regional Station, Appangala	Member
07	Scientist-In-Charge, Chelavoor Farm	Member
08	Scientist-In-Charge, Peruvannamuzhi Farm	Member
09	Senior Finance & Accounts Officer	Member
10	Principal Scientist & Head, KVK, Peruvannamuzhi	Member
11	Administrative Officer/Head of Office	Member Secretary
<b>Functions :</b> To advise on matters pertaining to policy matters of the Institute		

II	TRANSFER COMMITTEE	
01	Director	Chairman
02	Head, Division of Crop Production & PHT	Member
03	Head, Division of Crop Improvement & BT	Member
04	Head, Division of Crop Protection	Member
05	Senior Administrative Officer/Head of Office	Member
06	Senior Finance & Accounts Officer	Member
07	Assistant Administrative Officer (Estt.)	Member Secretary

**Functions:** As per ICAR guidelines in respect of Technical, Administration and Skilled Support Staff

III	PRIORITIZATION, MONITORING AND EVALUATION COMMITTEE	
01	Director	Chairman
02	Project Coordinator (AICRP on Spices)	Member
03	Head, Crop Production & PHT	Member
04	Head, Crop Improvement & Biotechnology	Member
05	Head, Crop Protection	Member
06	Head i/c, Regional Station, Appangala	Member
07	Nodal Officer RFD	Member
08	Officer In Charge, PME Cell	Member Secretary

**Functions:** To prioritize, monitor and to evaluate the initial project proposals – RPP-I



<b>IV</b>	<b>PRIORITIZATION, MONITORING AND EVALUATION CELL (PME Cell)</b>	
01	Dr. V. Srinivasan, Head, Crop Production & PHT	Officer in charge
02	Nodal Officer RFD	Member
03	Secretary, Institute Research Council	Member
04	Secretary, HRD & IDC	Member
05	Mrs. Beena C K, Private Secretary	Member
06	Dr. Lijo Thomas, Principal Scientist (Agricultural Economics)	Member Secretary
<b>Functions:</b> To assist in prioritization, monitoring and evaluation of research projects. To co- ordinate Technical matters of the institute.		
<b>V</b>	<b>RESULTS FRAME WORK DOCUMENT COMMITTEE</b>	
01	Director	Chairman
02	Dr. A Ishwara Bhat , Head, Crop Protection	Member
03	Senior Administrative Officer/Head of Office	Member
04	Dr. C.M. Senthil Kumar, Principal Scientist	Nodal Officer
05	Dr. C. N. Biju, Principal Scientist	Co-Nodal Officer
<b>Functions:</b> To prepare RFD of the institute		
<b>VI</b>	<b>INSTITUTE RESEARCH COUNCIL</b>	
01	Director	Chairman
02	All Scientists	Members
03	Dr. R Praveena, Senior Scientist	Member Secretary
<b>Functions :</b> To approve new project proposals and review the progress of work in research projects		
<b>VII</b>	<b>HUMAN RESOURCES DEVELOPMENT &amp; INSTITUTE DEPUTATION COMMITTEE (HRD &amp; IDC)</b>	
01	Director	Chairman
02	Dr. Sheeja TE, Principal Scientist and Head, Division of Crop Improvement & Biotechnology	Vice-Chairperson
03	Head, Crop Production & PHT	Member
04	Head , Crop Protection	Member
05	Dr. C Sarathambal, Senior Scientist	Member
06	Senior Administrative Officer/Head of Office	Member
07	Senior Finance & Accounts Officer	Member
08	Mrs. Beena C.K, Private Secretary	Member
09	Dr. R Sivaranjani, Scientist	Member Secretary
<b>Functions:</b> To consider and recommend deputation of staff for symposia / training being organized within India / abroad, study leave for Ph.D., candidature for Ph.D. and project work of M.Sc. / M. Phil students.		



VIII	INSTITUTE TECHNOLOGY MANAGEMENT UNIT & AGRIBUSINESS INCUBATOR MANAGEMENT COMMITTEE	
01	Director	Chairman
02	Head, Division of Crop Production & PHT	Member
03	Head, Division of Crop Improvement & BT	Member
04	Head , Division of Crop Protection	Member
05	Principal Investigator (NAIF)	Member
06	Dr. Sajesh V.K, Senior Scientist Co-PI (NAIF)	Member
07	Member Secretary, IRC	Member
08	Member Secretary, PME	Member
09	Senior Administrative Officer/Head of Office	Member
10	Senior Finance & Accounts Officer	Member
11	Member Secretary, BPD-ITMU, ICAR-CPCRI , Kasaragod, IPR Expert	Member
12	Dr. Maneesha S R, Scientist (Co-PI NAIF-II and In charge- Women Entrepreneurship development)	Member
13	Dr. Shameena Beegum, P P, Senior Scientist (Technical Expert Food Processing Technologies/mentoring of entrepreneurs)	Member
14	Dr. Sharon Aravind, Senior Scientist	Member Secretary
<b>Functions:</b> Patenting / Commercialization of Institute Technologies, consultancy related issues, copyright of research and technical publications and all other IP related issues.		

IX	OFFICIAL LANGUAGE IMPLEMENTATION COMMITTEE	
01	Director	Chairman
02	Dr. Anees K, Principal Scientist	Vice-Chairman
03	Head, Crop Production & PHT	Member
04	Head, Crop Improvement & BT	Member
05	Head ,Crop Protection	Member
06	Dr. Maneesha S.R, Scientist	Member
07	Senior Administrative Officer/Head of Office	Member
08	Senior Finance & Accounts Officer	Member
09	Mr. Abdul Rasheed T K, Assistant Administrative Officer (Estt.)	Member
10	Ms. N. Prasannakumari, Chief Technical Officer	Member Secretary

**Functions :** To monitor implementation of official language and popularize use of Hindi in the institute

X	LIBRARY ADVISORY COMMITTEE	
01	Director	Chairman
02	Dr. Lijo Thomas, Principal Scientist	Vice-Chairman
03	Dr. C Sarathambal, Senior Scientist	Member
04	Dr. Aarthi S, Senior Scientist	Member
05	Dr. Sona Charles, Scientist	Member
06	Senior Finance & Accounts Officer	Member
07	Senior Administrative Officer/Head of Office	Member
08	Dr. Vijesh Kumar I.P, Senior Technical Assistant	Member
09	Mr. Rakesh M Raghavan , Technical Officer	Member Secretary

**Functions :** To support the functioning of the library and to facilitate the development plans by advocating the library development activities with the management and to aid in the establishment of a bridge between the Library and the academic fraternity and the Institute Management.



<b>XI</b>	<b>MEDIA, PUBLICITY &amp; PUBLICATION COMMITTEE</b>	
01	Dr. Sona Charles, Scientist	Chairperson
02	Dr. Lijo Thomas, Principal Scientist	Member
03	Dr. Sajesh V.K, Senior Scientist	Member
04	Mr. A Sudhakaran, Assistant Chief Technical Officer	Member
05	Mr. Rakesh M Raghavan , Technical Officer	Member Secretary

**Functions:**

1. Liaisoning with press and media.
2. Convening and producing of multimedia programs.
3. Publishing Spice Newsletter,
4. Scrutiny and management of the contents of Institute websites, portals, mobile apps, social media sites, institute publications etc.

<b>XII</b>	<b>FARM ADVISORY COMMITTEE, CHELAVOOR &amp; PERUVANNAMUZHI</b>	
01	Director	Chairman
02	All Heads of Division	Members
03	Principal Scientist & Head, KVK	Member
04	Technical Officer, Chelavoor Farm /Peruvannamuzhi Farm	Member
05	Scientist-In-Charge, Peruvannamuzhi Farm	Member
06	All Scientists	Members
07	Senior Administrative Officer/Head of Office	Member
08	Senior Finance & Accounts Officer	Member
09	Administrative Officer	Member
10	All Assistant Administrative Officers	Members
11	Scientist-In-Charge, Chelavoor Farm	Member Secretary

**Functions:** To advise on matters related to Chelavoor / Peruvannamuzhi Farm/KVK

<b>XIII</b>	<b>AESTHETIC COMMITTEE, CHELAVOOR</b>	
01	Director	Chairman
02	Dr. Anees K, Principal Scientist	Vice-Chairman
03	Dr. Aarthi S, Senior Scientist	Member
04	Mr. A Sudhakaran, Assistant Chief Technical Officer	Member
05	Scientist-In-Charge, Chelavoor Farm	Member
06	Estate Officer, Chelavoor	Member Secretary

**Functions:** To plan and develop farm activities of Chelavoor

<b>XIV</b>	<b>AESTHETIC COMMITTEE, PERUVANNAMUZHI</b>	
01	Director	Chairman
02	Scientist In-Charge, Peruvannamuzhi	Member
03	Mr. A Sudhakaran, Assistant Chief Technical Officer	Member
04	Dr. Muhammed Azharudheen T.P, Senior Scientist	Member
05	Dr. Manoj P S, Chief Technical Officer (SMS – Horticulture)	Member
06	Dr. B Pradeep, Chief Technical Officer (SMS-Fisheries)	Member
07	Mr. Rashmish A.R, Technical Assistant	Member
08	Dr. Pavan Gowda M, Senior Technical Officer	Member Secretary

**Functions:** To plan and develop farm activities of Peruvannamuzhi Farm

<b>XV</b>	<b>ATIC ADVISORY COMMITTEE</b>	
01	Director	Chairman
02	All Heads of Division	Member
03	Dr. Lijo Thomas, Principal Scientist	Member
04	Senior Administrative Officer/Head of Office	Member
05	Senior Finance & Accounts Officer	Member
06	Dr. Aiswariya K K, Chief Technical Officer (SMS – Plant Protection)	Member
07	Manager, ATIC (Dr. Sajesh VK, Senior Scientist)	Member Secretary

**Functions:** To advise on matters related to ATIC



<b>XVI</b>	<b>PURCHASE ADVISORY COMMITTEE</b>	
01	Dr. C M Senthil Kumar, Principal Scientist	Chairman
02	Head, Crop Production & PHT	Member
03	Head, Crop Improvement & BT	Member
04	Head, Crop Protection	Member
05	Dr. Anees K, Principal Scientist	Member
06	Senior Finance & Accounts Officer	Member
07	Senior Administrative Officer/Head of Office	Member
08	Assistant Administrative Officer (Stores)	Member Secretary

**Functions:** To conduct the Purchase Committee meeting and scrutinize and recommend the various proposals related to Purchase, opening of quotations received for various purchase (any three members of the committee) and preparing the proceedings of the meeting.

<b>XVII</b>	<b>LOCAL PURCHASE COMMITTEE</b>	
01	Dr. C.N Biju, Principal Scientist	Chairman
02	Senior Administrative Officer/Head of Office	Vice Chairman
03	Mr. Sujeesh E.S, Asst. Chief Technical Officer	Member
04	Senior Finance & Accounts Officer	Member
05	Assistant Administrative Officer (Stores)	Member Secretary

**Functions:** To conduct survey and prepare report of purchases of items below 2.50 lakhs and prepare its proceedings.

<b>XVIII</b>	<b>SEED / PLANTING MATERIAL COMMITTEE</b>	
01	Director	Chairman
02	Dr. V Srinivasan, Head, Crop Production & PHT	Vice Chairman
03	Head, Crop Production & PHT	Member
04	Head, Crop Improvement & BT	Member
05	Head, Crop Protection	Member
06	Dr. Muhammed Azharudheen T.P, Senior Scientist	Member
07	Scientist In Charge, Peruvannamuzhi Farm	Member
08	Scientist In Charge, Chelavoor Farm	Member
09	Senior Administrative Officer/Head of Office	Member
10	Senior Finance & Accounts Officer	Member
11	Mr. Muhammed Nissar V.A, Scientist	Member Secretary

**Functions:** To monitor targets, production and certification of planting material.

<b>XIX</b>	<b>PRICE FIXATION COMMITTEE</b>	
01	Dr. Lijo Thomas, Senior Scientist	Chairman
02	Scientist-in-Charge, Chelavoor Farm	Member
03	Scientist-in-Charge, Peruvannamuzhi Farm	Member
04	Head-in-Charge, Regional Station, Appangala	Member
05	Principal Scientist & Head, KVK, Peruvannamuzhi	Member
06	Manager, ATIC	Member
07	Officer in charge, ABI / ITMU	Member
08	Senior Finance & Accounts Officer	Member
09	Secretary, Staff Side, IJSC	Member
10	Senior Administrative Officer/Head of Office	Member Secretary

**Functions:** To recommend prices of farm produce



XX	IT & LAN COMMITTEE	
01	Dr. Sona Charles, Scientist	Chairperson
02	Dr. Mohammed Faisal Peeran, Senior Scientist	Member
03	Dr. Sajesh V.K, Senior Scientist	Member
04	Mr. Abdul Rasheed T K, Assistant Administrative Officer(Works)	Member
05	Mr. C. K. Jayakumar, Sr.Technical Officer (Prgrm. Asst. Computer) KVK	Member
06	Mr. V. V. Sayed Mohammed, Head of office	Member
07	Mr. Rakesh M Raghavan, Technical Officer	Member Secretary

Functions: Maintenance and upkeep of internet connectivity, LAN, video conferencing etc.

XXI	NABL COMMITTEE	
01	Director	Chairman
02	Dr. V Srinivasan, Head, Crop Production & PHT	Vice Chairman
03	Dr. E Jayashree, Principal Scientist	Member
04	Dr. Anees K, Principal Scientist	Member
05	Dr. Pritam Ganguly, Senior Scientist	Member
06	Ms. N. Karthika, Technical Assistant	Member
07	Dr. R Sivaranjani, Scientist	Member Secretary

Functions: Maintenance of ISO & NABL of the institute

XXII	INSTITUTE STAFF WELFARE FUND COMMITTEE	
01	Director	Chairman
02	All Heads of Division	Member
03	Dr. E Jayashree, Principal Scientist	Member
04	Dr. Muhammed Azharudheen T.P, Senior Scientist	Member
05	Senior Administrative Officer/Head of Office	Member
06	Senior Finance & Accounts Officer	Member
07	Ms. Shajina O , Senior Technician	Member
08	Assistant Administrative Officer (Estt.)	Member Secretary

Functions: To develop canteen and recreation facilities; promotion of sports and cultural activities; assisting ailing members of staff and their families and providing succour to families staff who die in harness.

XXIII	SPORTS PROMOTION COMMITTEE	
01	Dr. Anees K, Principal Scientist	Chairman
02	Dr. Muhammed Azharudheen T.P, Senior Scientist	Member
03	Mr. Muhammed Nissar V.A, Scientist	Member
04	Dr. Sivaranjani R, Scientist	Member
05	Mr. Rasmish A.R, Technical Assistant	Member
06	Mr. R. Bharathan, Chief Technical Officer	Member Secretary

Functions: To encourage sports activities and making arrangements for taking part in Sports Competitions.

XXIV	CANTEEN (CHELAVOOR) – EXECUTIVE COMMITTEE	
01	Mr. Sujeesh E.S, Asst. Chief Technical Officer	Honorary Secretary
02	Mr. Abhi Balagopal K.P, MTS	Member
03	Representative-Research Scholar	Member
04	Mr. Vishnu B, Senior Technician	Convener

Functions: To manage the canteen at Chelavoor.



<b>XXV</b>	<b>QUARTERS ALLOTMENT COMMITTEE</b>	
01	Director	Chairman
02	Dr. A Ishwara Bhat, Head, Crop Protection	Vice Chairman
03	Head in charge, Regional Station, Appangala	Member
04	Scientist in Charge, Peruvannamuzhi	Member
05	Principal Scientist & Head, KVK	Member
06	Mr. E. S. Sujeesh, Assistant Chief Technical Officer	Member
07	Secretary (Staff Side) IJSC	Member
08	Senior Finance & Accounts Officer	Member
09	Senior Administrative Officer/Head of Office	Member Secretary
Functions: To take decisions regarding allotment of staff quarters to eligible applicants.		

<b>XXVI</b>	<b>PROPRIETARY COMMITTEE</b>	
01	Dr. A Ishwara Bhat, Head, Crop Protection	Chairman
02	Dr. C.M. Senthil Kumar, Principal Scientist	Member
03	Dr. Aarthi S, Senior Scientist	Member
04	Dr. C Sarathambal, Senior Scientist	Member
05	Dr. Alfiya P.V, Scientist	Member Secretary
Functions: A certificate to the effect the proposed item to be procured may be issued.		

<b>XXVII</b>	<b>WORKS COMMITTEE</b>	
01	Dr. V Srinivasan, Head, Crop Production & PHT	Chairman
02	Head, Crop Improvement & BT	Member
03	Head, Crop Protection	Member
04	Scientist in Charge, Chelavoor Farm	Member
05	Scientist –in-Charge, Peruvannamuzhi Farm	Member
06	Senior Administrative Officer/Head of Office	Member
07	Senior Finance & Accounts Officer	Member
08	Mr. Sujeesh E.S, Asst. Chief Technical Officer	Member
09	Assistant Administrative Officer (Works)	Member Secretary
Functions: To conduct the Works Committee meeting and scrutinize and recommend the various proposals related to Works, opening of quotations received for various works (any three members of the committee) and preparing the proceedings of the meeting.		

<b>XXVIII</b>	<b>INSTRUMENT MONITORING COMMITTEE</b>	
01	Scientist in Charge, Central Facility	Chairman
02	Dr. C.M. Senthil Kumar, Principal Scientist	Member
03	Dr. Manimaran B, Scientist	Member
04	Dr. Aarthi S, Senior Scientist	Member
05	Assistant Administrative Officer (Stores)	Member Secretary
Functions: To monitor the functioning, repair and maintenance of equipment's and conduct the meeting and prepare its proceedings.		

<b>XXIX</b>	<b>COMMITTEE FOR MONITORING CROP-WEATHER SITUATION</b>	
01	Director	Chairman
02	Dr. K.S Krishnamurthy, Principal Scientist	Member
03	Dr. Maneesha S.R, Scientist	Member
04	Dr. C Sellaperumal, Senior Scientist	Member
05	Dr. Anees K, Principal Scientist	Member Secretary
Functions: To report crop-weather situation including occurrence of pests and diseases at fortnightly intervals.		



XXX	INTERNAL COMPLAINT COMMITTEE	
01	Dr. E Jayashree, Principal Scientist	Chairperson
02	Dr. Femina, Dy. Director, DASD, Calicut	External Member
03	Ms. Deepthi A, Chief Technical Officer (SMS – Home Science)	Member
04	Senior Administrative Officer/Head of Office	Member
05	Mrs. C. K. Beena, PS to Director	Member Secretary
Functions: To examine charges of sexual harassment of women in workplace.		
XXXI	WOMEN CELL	
01	Director	Chairman
02	Dr. R Praveena, Senior Scientist	Vice Chairperson
03	Dr. Priya George, Technical Officer	Member
04	Ms. Rebeena N, Upper Division Clerk	Member
05	Research Scholar (Representative)	Member
06	Dr. R Sivaranjani, Scientist	Member Secretary
Functions: To cater to the welfare of women staff.		

XXXII	IMPLEMENTATION COMMITTEE FOR NEH / TSP / SCSP	
01	Dr. V Srinivasan, Head, Crop Production & PHT	Chairman
02	Dr. Sajesh V K, Senior Scientist	Member
03	Dr. Manimaran B, Scientist	Member
04	Dr. R. Sivaranjani, Scientist	Member
05	Dr. Lijo Thomas, Principal Scientist	Member Secretary
Functions: To coordinate Programmes for NE states		
XXXIII	COMMITTEE FOR MONITORING PANDEMIC DISEASES	
01	Dr. K.S Krishnamurthy, Principal Scientist	Chairman
02	Dr. E Jayashree, Principal Scientist	Member
03	Dr. B Manimaran, Scientist	Member
04	Dr. C Sellaperumal, Senior Scientist	Member
05	Senior Administrative Officer/Head of Office	Member
Functions: To monitor Pandemic Diseases activities of ICAR-IISR.		
XXXIV	SPACE ALLOCATION COMMITTEE	
01	Dr. Sheeja T.E, Head, Crop Improvement & BT	Chairperson
02	Scientist in-charge, Chelavoor	Member
03	Scientist in Charge, Peruvannamuzhi	Member
04	Senior Administrative Officer/Head of Office	Member Secretary
Functions :To allocate space as per the decision of director		
XXXV	TECHNICAL EVALUATION COMMITTEE	
01	Dr. A. Ishwara Bhat, Head, Crop Protection	Chairman
02	Dr. Manimaran B, Scientist	Member
03	Dr. Sivaranjani R, Scientist	Member
04	Senior Finance & Accounts Officer	Member
05	Dr. Maneesha S R, Scientist	Member
06	Indenter	Member
07	Mr. V.V. Sayed Mohammed, AAO (Stores)	Member Secretary
Functions: Evaluation of Technical specifications of intends and recommendations		



<b>XXXVI SWACHHTA COMMITTEE (H.Q)</b>		
01	Dr. Anees K, Principal Scientist	Chairman
02	Dr. C. Sellapperumal, Senior Scientist	Member
03	Dr. S Aarthi, Senior Scientist	Member
04	Mr. R. Bharathan, Chief Technical Officer	Member
06	Mr. A. Sudhakaran, Assistant Chief Technical Officer	Member
07	Mr. Sujeesh E.S, Assistant Chief Technical Officer	Member
08	Mr. Vishnu B, Senior Technician	Member
09	Mr. Binoy V. S. Technical Assistant	Member
10	Mr. Ajith K S, Assistant Administrative Officer (Bills)	Member
11	Dr. Alfiya P.V, Scientist	Member Secretary

Functions: To implement swachhta activities in Institute

<b>XXXVII PRICE FIXATION COMMITTEE, KVK</b>		
01	Dr. KM Prakash, Chief Technical Officer (SMS-Agronomy)	Chairman
02	Ms. A Deepthi, Chief Technical Officer (SMS-Home Science)	Member
03	Dr. Pavan Gowda, Senior Technical Officer	Member
04	Mr. CK Jayakumar, Senior Technical Officer	Member
05	Dr. B Pradeep, Chief Technical Officer (SMS – Fisheries)	Member Secretary

Functions: To recommend prices of farm produce.

<b>XXXVIII CONTRACTUAL COMMITTEE</b>		
01	Head, Crop Production & PHT	Chairman
02	Head, Crop Improvement & BT	Member
03	Head , Crop Protection	Member
04	Scientist in Charge, Chelavoor Farm	Member
05	Scientist –in-Charge, Peruvannamuzhi Farm	Member
06	Senior Administrative Officer/Head of Office	Member
07	Senior Finance & Accounts Officer	Member
08	Mr. Ajith K S, Assistant Administrative Officer(Bills)	Member
09	Assistant Administrative Officer (Works)	Member Secretary

Functions: To scrutiny and finalization of Contracts for engaging outsourced employees.

<b>XXXIX WEBSITE COMMITTEE</b>		
01	Dr. Lijo Thomas, Principal Scientist	Chairman
02	Dr. Alfiya P V, Scientist	Member
03	Dr. Maneesha S R, Scientist	Member
04	Dr. Sona Charles, Scientist	Member Secretary


Functions: To review the existing website content for accuracy and relevance, recommend structural and aesthetic improvements to enhance user engagement. Incorporate recent scientific outputs, infrastructure developments and training activities, Suggest mechanisms for periodic updates and content management.

<b>XL XVI - EFC FIVE YEAR PLAN (2026-2031)</b>		
01	Head, Crop Production & PHT	Chairman
02	Head, Crop Improvement & BT	Member
03	Head , Crop Protection	Member
04	Scientist in Charge, Chelavoor Farm	Member
05	Scientist –in-Charge, Peruvannamuzhi Farm	Member
06	Senior Administrative Officer/Head of Office	Member
07	Senior Finance & Accounts Officer	Member
08	Mr. Ajith K S, Assistant Administrative Officer(Bills)	Member
09	Assistant Administrative Officer (Works)	Member Secretary

Functions: Compilation and preparation of the EFC document as per the format given.



<b>XLI</b>	<b>INSTITUTE JOINT STAFF COUNCIL</b>	
<b>(1)</b>	<b>OFFICIAL SIDE MEMBERS OF THE IJSC</b>	
01	Dr. R. Dinesh, Director	Chairman
02	Dr. V. Srinivasan, Head, Crop Production & PHT	Member
03	Shri. V V Sayed Mohammed, Head of Office	Member
04	Shri. Babu R K, Senior Finance & Accounts Officer	Member
05	Dr. C N Biju, Principal Scientist	Member
06	Dr. R. Praveena, Senior Scientist	Member
07	Shri. Ajith K S, Assistant Administrative Officer (Bills)	Secretary (Official side)
<b>(2)</b>	<b>STAFF SIDE MEMBERS OF THE IJSC</b>	
01	Shri. H C Rathish, Technical Officer	Member
02	Smt. Seema M, Assistant	Member
03	Shri. Abhi Balagopal K P, Multi- Tasking Staff	Member
04	Shri Sachin K P, Multi- Tasking Staff	Member
05	Shri O G Sivadas, Senior Technician	Secretary (Staff side)

  
**Head of Office**

Distribution:-

1. The Project Coordinator (AICRP on Spices), ICAR-IISR, Kozhikode
2. All Heads of Division, ICAR-IISR, Kozhikode
3. The SIC-PME, ICAR-IISR, Kozhikode
4. The Head I/C, ICAR-IISR, Regional Station, Appangala
5. The Principal Scientist & head KVK- Peruvannamuzhi
6. The SIC (Farm) Chelavoor/Peruvannamuzhi
7. The Senior Finance & Accounts Officer, ICAR-IISR, Kozhikode
8. The Drawing and Disbursing Officer, ICAR-IISR, Kozhikode
9. The Assistant Administrative Officer (Estt., Works, Stores), ICAR-IISR, Kozhikode
10. The PS to Director, ICAR-IISR, Kozhikode
11. Arisoft/Intranet





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

(भारतीय कृषि अनुसंधान परिषद Indian Council of Agricultural Research)

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F. No. 1-9(95)/2022-Estt.

Dated: 08-12-2025

**कार्यालय आदेश/OFFICE ORDER**


**Sub: Nomination of officers to function as Nodal Officer/Officer i/c etc. – Reg.**

In supersession of all earlier orders on the subject, Director, ICAR-IISR, Kozhikode has been pleased to nominate the following officers, of this Institute as the Nodal Officers/Officer i/c etc., to attend the function indicated against each, in addition to their own duties, with effect from 08.12.2025 and until further order:-

Sl. No.	Name of Officer	Duties assigned
1	Dr. C Sarathambal, Senior Scientist	NODAL OFFICER - RTI
2	Ms. C. K. Beena, PS to Director	TRANSPARENCY OFFICER - RTI
3	Dr. C.N. Biju, Principal Scientist	CONTACT OFFICER, ICAR-IISR REGIONAL STATION, APPANGALA
4	Dr. Sajesh V.K, Senior Scientist	MANAGER, AGRICULTURE TECHNOLOGY INFORMATION CENTRE
5	Senior Administrative Officer/ Head of Office	NODAL OFFICER - COURT CASES
6	Dr. V. Srinivasan, Head, Crop Production & PHT	NODAL OFFICER - HYPM
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