



ICAR-CENTRAL RESEARCH INSTITUTE FOR JUTE & ALLIED FIBRES
(Indian Council of Agricultural Research)
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Dated : 29th June, 2018

CIRCULAR

It has been observed that some of the employees of this Institute who were given Dress Allowance during the financial year 2017-18, are attending office/official duties without proper uniform as prescribed vide this office Circular of even No. dated 21.05.2018.

As such, all concerned employees are hereby directed to necessarily wear their prescribed uniforms as non-compliance of official directives will be liable to invite disciplinary action as deemed fit as per extant rules.

All the Head of Divisions/Sections/RS / KVK of this Institute are hereby requested to get them obliged to wear the uniform positively during office hours/ official duties and observation report may be sent to the office who violate the office orders.

The contents of this communication may, therefore, be strictly complied with.

Subanta Bhattacharya 29.6.18
Asstt. Administrative Officer
Adm.I

Distribution:-

1. All Divisions/Sections/ RS/ Unit/ KVK, ICAR-CRIJAF, with a request to bring the contents of this communication to the notice of all concerned under their administrative control for strict compliance .
2. Notice Board, Main Building, ICAR-CRIJAF.
3. The Head, AKMU, ICAR-CRIJAF, with a request to upload the Circular in the CRIJAF website.
4. DDO/ F& AO, ICAR- CRIJAF for information.
5. PS to Director, ICAR-CRIJAF for information.
6. PA to CAO, ICAR-CRIJAF for Information.
7. Guard File.