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ICAR-CENTRAL RESEARCH INSTITUTE FOR JUTE & ALLIED FIBRES  
(भारतीय कृषि अनुसंधान परिषद)  
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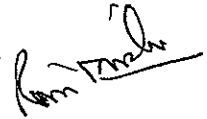
Dated: 18-04-2018

**CIRCULAR**

Reference is invited to our earlier circular of even no. dated 21.03.2018 seeking comprehensive list of old/unserviceable/obsolete equipment/items of permanent nature in sections/laboratories/divisions/regional stations by 16.04.2018 towards their disposal and auction.

The requisite information is still awaited from most of the Divisions/Sections/Units as well as regional stations. Since, the external audit has made some observations on disposal of unserviceable/obsolete equipments so any delay in this matter will have consequential effect in the upcoming audit.

In view of the above all concerned HoDs/In-charges of Sections/Units/Regional Research Stations as well as KVK, Bud Bud are requested to submit their report in the prescribed format to the undersigned **by 25.04.2018 positively**. NIL report may also be sent.

  
Asstt. Admn. Officer (Stores)

Encl. Format (see overleaf).

Copy for information/ necessary action to:

1. All the HoDs/In-charges of Sections/Units/Regional Research Stations, ICAR-CRIJAF.
2. The In-charge, <sup>AKMU</sup> Cell, ICAR-CRIJAF with the request to upload the circular onto the institute's web-site.
3. PS to Director, ICAR-CRIJAF.
4. PA to CAO, ICAR-CRIJAF.

