



भा. कृ. अनु. प.- केन्द्रीय पटसन एवं समवर्गीय रेशा अनुसंधान संस्थान  
ICAR-CENTRAL RESEARCH INSTITUTE FOR JUTE & ALLIED FIBRES  
(भारतीय कृषि अनुसंधान परिषद्)  
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(An ISO 9001:2015 Certified Institute)



F No :5(1)/Covid/2019-20/

Dated: 04.08.2020

## CIRCULAR

The Government of West Bengal vide Order No 287-CS/2020, Dated 03/08/2020 has decided to keep all Government and Private Offices closed, among others on 05/08/2020 , 08/08/2020 (holiday), 20/08/2020, 21/08/2020, 27/08/2020, 28/08/2020 and 31/08/2020 as a preventive measure to contain the COVID-19 spread , the Institute with its headquarters located at Barrackpore , Kolkata , KVK North 24 Pgs (Additional), Barrackpore & KVK Burdwan will also remain closed on these days in compliance of the Government of West Bengal Orders .

However, essential services like civil and electrical maintenance, security, housekeeping, and critical experiments will continue to be operated with minimum required work force.

Other personnel of the Institute will work from home, be available on electronic means of communication for any official discussion, and attend office in case of official exigency.

This issues with the approval of Director, CRIJAF.

Link Officer of Assistant Administrative officer, Adm 1

### Distribution:

1. All Divisions/ Sections/ Units/ KVKs, CRIJAF.
2. I/c Security/ Electrical/ Civil, CRIJAF, Barrackpore, Kolkata
3. I/c AKMU, CRIJAF for placing this on the CRUJAF website
4. PS to Director, CRIJAF for information
5. PA to CAO, CRIJAF for information.