



भा. कृ. अनु. प.- केन्द्रीय पटसन एवं समवर्गीय रेशा अनुसंधान संस्थान  
ICAR-CENTRAL RESEARCH INSTITUTE FOR JUTE & ALLIED FIBRES  
(भारतीय कृषि अनुसंधान परिषद)  
(Indian Council of Agricultural Research)  
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NILGANJ, BARRACKPORE, KOLKATA-700121, WEST BENGAL  
(An ISO 9001:2015 Certified Institute)



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

Dated: 05.09.2020

## CIRCULAR

The Government of West Bengal vide Order No 298-CS/2020, Dated 31/08/2020 has decided to keep all Government and Private Offices closed, among others on 07/09/2020, 11/09/2020, 12/09/2020 (holiday) 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.

Sd/-

**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.

