

भा.कृ.अ.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)

नीलगंज, बैरकपुर, कोलकाता-700 121, पश्चिम बंगाल  
NILGANJ, BARRACKPORE, KOLKATA-700121, WEST BENGAL

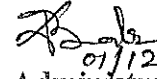
F.No.2-21/DPC/Adm.I/2020-21/(e-66623)

Dated: 01.12.2020

**OFFICE ORDER**

Director, ICAR-CRIJAF has been pleased to accept the joining of Sri Pankaj Kumar Das, Assistant to the post of Assistant Administrative Officer on 01.12.2020 (F/N). Sri Das is hereby designated as Assistant Administrative Officer, Admn.I, ICAR-CRIJAF with immediate effect and till further orders in supersession of this office order F.No. 2-17(IIT)/2020-21/Part (1) dated 27<sup>th</sup> November, 2020.

This issues with the approval of the Director, ICAR-CRIJAF, Barrackpore.

  
01/12/2020

Link Officer of Asstt. Administrative Officer, Admn.I

Copy for information and necessary action to :-

1. Sri Pankaj Kumar Das, Assistant Administrative Officer, ICAR-CRIJAF with the request to take over the charge of Assistant Administrative Officer, Admn.I, ICAR-CRIJAF.
2. Sri Ravi Mishra, AAO(P), ICAR-CRIJAF.
3. The Incharge, Finance & Accounts Officer, ICAR-CRIJAF.
4. All Head of Divisions/Sections/Units/Regional Stations/KVKs, ICAR-CRIJAF.
5. The Incharge, AKMU, ICAR-CRIJAF, with a request to upload the order in ICAR-CRIJAF website.
6. The AAO, Admn.II, ICAR-CRIJAF with a request to make necessary entries in the service book of Sri Das.
7. The Nodal Officer, ERP/MIS/FMS, ICAR-CRIJAF.
8. PS to Director, ICAR-CRIJAF.
9. PA to CAO, ICAR-CRIJAF.



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F.No. :2-17(If1)/2020-21/Part(1)

Dated : 27<sup>th</sup> November, 2020

**OFFICE ORDER**

Consequent upon superannuating of Sri Subrata Bhattacharyya, AAO, Admn.I, on 30.11.2020(A/N) from the Council's service, Sri Ravi Mishra, AAO(P), ICAR-CRIJAF will look after the regular work of AAO, Admn.I in addition to his own work as AAO(Purchase), without any extra remuneration.

This has approval of the Director, ICAR-CRIJAF, Barrackpore.

  
Asstt. Administrative Officer 27.11.2020  
Admn.I

Copy for information and necessary action to :-

1. Sri Ravi Mishra, AAO(P), ICAR-CRIJAF.
2. Sri Subrata Bhattacharyya, AAO, Admn.I, ICAR-CRIJAF.
3. The Incharge Finance & Accounts Officer, ICAR-CRIJAF.
4. All Head of Divisions/Sections, ICAR-CRIJAF.
5. All Incharges/Head, CRIJAF Regional Stations/KVKs, ICAR-CRIJAF.
6. The Incharge, AKMU, ICAR-CRIJAF, with a request to upload the order in the Institute's portal.
7. The AAO, Admn.II, ICAR-CRIJAF with a request to make necessary entries in the service book of Sri Ravi Mishra, AAO(P), ICAR-CRIJAF.
8. The Nodal Officer, ERP, ICAR-CRIJAF.
9. PS to Director, ICAR-CRIJAF.
10. PA to CAO, ICAR-CRIJAF.