

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-700 120, पश्चिम बंगाल
NILGANJ, BARRACKPORE, KOLKATA-700120, WEST BENGAL

F. No. CRIJAF/Admn.I(Misc.)/2017-18/ 175


Dated 04.04.2018

5/04/18

CIRCULAR

Director, ICAR-CRIJAF has been pleased to change the Working hours of the Farm and accordingly, the duty hours of TSCL has been re-fixed from 6.00 a.m. to 2.30 p.m. (09.30 a.m. to 10.00 a.m. – Lunch break) from 05.04.2018 to 30.09.2018. The timing of the following staffs have also been re-fixed for proper supervision of field works and smooth running of the research activities of the Institute :

Sl. No.	Name of the employee & Designation	Divn./Sec.	Working hour	Lunch Break
1.	Sri Basudeb Ghosh, T-5	Crop Imp.Div.	07.30 a.m. to 02.30 p.m.	09.30 a.m. to 10.00 a.m.
2.	Sri Pabitra Kr. Biswas, T-5	Crop Protn. Div.	07.30 a.m. to 02.30 p.m.	09.30 a.m. to 10.00 a.m.
3.	Sekh Phirose, T-5	Crop Prodn. Div.	06.00 a.m. to 01.00 p.m.	09.30 a.m. to 10.00 a.m.
4.	Sri Sudhir Sarkar, T-5	Crop Prodn. Div.	06.30 a.m. to 01.30 p.m.	09.30 a.m. to 10.00 p.m.
5.	Sri Dilip Kr. Patra, T-5	Crop Prodn. Div.	06.00 a.m. to 01.00 p.m.	09.30 a.m. to 10.00 a.m.
6.	Sri Ashim Mukhopadhyay, T-5	Crop Impv. Div.	10.00 a.m. to 05.00 p.m.	01.00 p.m. to 01.30 p.m.
7.	Sri A.N. Dey, T-5	Crop Prodn. Div.	07.30 a.m. to 02.30 p.m.	09.30 a.m. to 10.00 a.m.
8.	Sri Om Prakash Choudhury, T-5	Crop Impv. Div.	07.30 a.m. to 02.30 p.m.	09.30 a.m. to 10.00 a.m.
9.	Sri Akshaya Mondal, T-5	AINP Sec.	07.30 a.m. to 02.30 p.m.	09.30 a.m. to 10.00 a.m.
10.	Sri Sankar Some, Asstt.	Crop Prodn. Div.	06.00 a.m. to 01.00 p.m.	09.30 a.m. to 10.00 a.m.
11.	Sri Bitan Das, T-4	Crop Prodn. Div.	07.30 a.m. to 02.30 p.m.	09.30 a.m. to 10.00 a.m.
12.	Sri S.K. Bhattacharyya, T-4	Crop Prodn. Div.	10.00 a.m. to 05.00 p.m.	01.00 p.m. to 01.30 p.m.
13.	Md. Shahid Mukhtar, T-4	Crop Impv. Div.	10.00 a.m. to 05.00 p.m.	01.00 p.m. to 01.30 p.m.
14.	Sri Uma Sankar Das, T-2	Crop Impv. Div.	06.00 a.m. to 01.00 p.m.	09.30 a.m. to 10.00 a.m.
15.	Sri Vinay Kr Singh, T-2	Crop Prodn. Div.	06.00 a.m. to 01.00 p.m.	09.30 a.m. to 10.00 a.m.


Asstt. Administrative Officer, Admn.II

Copy for information and necessary action :-

1. All concerned staff through their respective HoDs/In-charges.
2. All Heads of Divisions/ Sections, ICAR-CRIJAF.
3. The Chairman, Farm Management Committee, ICAR-CRIJAF.
4. Dr. C.S. Kar, Pr. Scientist & Nodal Officer, AEBAS with the request to set the attendance timing in the system for the staffs concerned accordingly.
5. Farm Manager, ICAR-CRIJAF.
6. Notice Board, Main Building, ICAR-CRIJAF.
7. Notice Board, Crop Improvement Divn., ICAR-CRIJAF.
8. Notice Board, Crop Protection Divn. ICAR-CRIJAF.
9. I/c AKMU Cell, ICAR-CRIJAF with the request to upload the circular in CRIJAF website.
10. PS to Director, ICAR-CRIJAF.
11. PA to CAO, ICAR-CRIJAF.