



ICAR-CENTRAL RESEARCH INSTITUTE FOR JUTE & ALLIED FIBRES
(Indian Council of Agricultural Research)
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F. No.:1(5)/2017-18/ 386

Dated: the 15th May, 2017

OFFICE ORDER

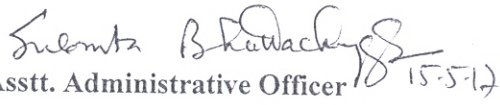
In supersession of earlier orders, Director, ICAR-CRIJAF has been pleased to assign the following duties to the officers as mentioned in place of existing Incharges, in addition to their regular duties and without any extra remuneration:

- | | |
|---|--------------------------------|
| 1. Sri Sudhir Sarkar, Technical Officer(T-5)- | Incharge, Security |
| 2. Sri R. K. Roshan, Sr.Tech.Asstt.(T-4) - | Incharge, Guest House |
| 3. Sri Avijit Datta, Sr. Tech. Asstt.(T-4) - | Incharge, Estate & Maintenance |
| 4. Sri Vinay Kr. Singh, Sr. Technician(T-2) - | Caretaker, Guest House |

The above officials shall report to the Director through the Head of Office for their additional assigned duties.

The existing Incharges are requested to handover their additional charges to the concerned officers/officials at the earliest. This order will remain effect till further orders.

This has reference to Council's letter No. 6(3)/2001-Per.IV dated 10.04.2017.


Asstt. Administrative Officer 15-5-17
Admn.I

Copy for information & necessary action to :-

1. All the above officers/officials.
2. Dr. R.K. Naik, Sr. Scientist, ICAR-CRIJAF.
3. Dr. H.K. Sharma, Scientist ICAR-CRIJAF.
4. Dr. B.S. Goyal, Scientist, ICAR-CRIJAF.
5. Incharge, AKMU, CRIJAF, with a request to upload the order in CRIJAF website.
6. The Finance & Accounts Officer, CRIJAF.
7. The AAO/DDO, CRIJAF.
8. All Head of Divisions/Sections, CRIJAF.
9. All the Scientist Incharges, CRIJAF Sub-Stations, with a request to handover the charges of non-scientific works, presently being done by them, to the other Technical/Administrative officers/officials working under him.
10. I/C, KVK, Bud Bud, Burdwan, W.B.
11. PS to Director, ICAR-CRIJAF.
12. PA to CAO, ICAR-CRIJAF.
13. Guard File.