



ICAR-CENTRAL RESEARCH INSTITUTE FOR JUTE & ALLIED FIBRES
(Indian Council of Agricultural Research)
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F.No.E/Per/2015-16/ 1836-45

Dated: 28th May, 2015

ENDORSEMENT

Enclosed please find herewith letter No. (GAC)12(4)/2015-E&M dated 27.04.2015 received from the Deputy Secretary (GAC), ICAR, Krishi Bhawan, New Delhi regarding Procedures for booking of rooms in the International Guest House at NASC and other Guest Houses under ICAR Institutes in Delhi. Instructions should be followed as directed please.

Encls.: As above.

Subrata Bhattacharya
Asstt. Administrative Officer 28.5.15
Admn.I

Copy for information and necessary action to :-

1. All the Head of Divisions/Sections, CRIJAF.
2. All the Scientist Incharges, CRIJAF Sub-Stations(Bud Bud, Pratapgarh, Bamra & Sorbhog).
3. The Incharge Programme Coordinator, KVK, Bud Bud, Burdwan, W.B.
4. Mr. N.Paul, Asstt. Chief Tech. Officer(T-7/8), AKMU Cell, CRIJAF for uploading on the CRIJAF Website.
5. Secretary, IJSC, CRIJAF.
6. PS to Director, CRIJAF
7. PA to AO, CRIJAF.
8. Guard File.

**INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KRISHI BHAWAN: NEW DELHI**

F.No.(GAC)12(4)/2015-E&M

Dated : 27/04/2015

To,

1. The Directors/ Project Directors/Zonal Coordinators/Project Coordinators of all the Research Institutes/ Bureaux/ NRCs /Project Directorates under ICAR.
2. Vice Chancellors of all the State Agriculture Universities/Central Agriculture Universities.

Subject: Procedures for booking of rooms in the International Guest House at NASC and other guest houses under ICAR Institutes, in Delhi-- regarding.

Sir,

It has come to the notice of the authorities of the council that there are several technical problems in the online system of booking of rooms in International Guest House at NASC and other guest houses of ICAR in Delhi. Service provider is being requested separately to rectify the problems but the same is likely to take considerable period of time. Meanwhile, in order to avoid inconvenience to the users, it has been decided that the online system of booking may be stopped for the time being.

All concerned are, therefore, informed that booking of rooms in the International Guest House at NASC or any other guest houses in Delhi can now be done only through requests received in writing / fax or email (not through online system) till further communication from this office.

Details of contacts for bookings of IGH(NASC) are as follows :

Fax : 011 – 2584 1172 and 2584 8029

Email : igh@icar.org.in

Requests can be addressed to the Under Secretary, E&M Section, NASC Complex, Dev Prakash Shastri Marg, Pusa, New Delhi-110012. Confirmation of booking will be done by Caretaker, IGH through e-mails only.

Contacts for booking in Institute's guest houses are already available on their websites and also in the telephone directory of ICAR Hqrs.

K. N. Choudhary

(K. N. CHOUDHARY)
Deputy Secretary (GAC)
Tel : 011- 2307 1147

Copy for information & necessary action to:-

1. All Officers/Sections of ICAR at Krishi Bhawan, KAB-I/KAB-II and NASC Complex, New Delhi.
2. Secretary, ASRB, KAB-I, Pusa, New Delhi.
3. SR. PPS to Secretary, DARE & DG, ICAR, Krishi Bhawan, New Delhi.
4. Sr. PPS to Additional Secretary, DARE & Secretary , ICAR, Krishi Bhawan, New Delhi.
5. Secretary (Staff Side), CJSC, NRC on Meet, Hyderabad.
6. Sh. Hansraj, ISO for uploading the letter on ICAR Website www.icar.org.in.

Circulate (All)
Mh
28/5/15