

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)

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NILGANJ, BARRACKPORE, KOLKATA-700120, WEST BENGAL

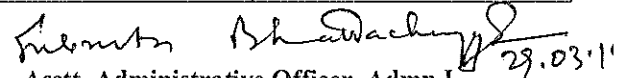
F. No. CRIJAF/Admn.I(Misc.)/2017-18/ 1478

Dated 29.03.2019

CIRCULAR

Director, ICAR-CRIJAF has been pleased to change the Working hours of the CRIJAF Farm during the Summer Season and accordingly, the duty hours of TSCLs has been re-scheduled from 6.00 a.m. to 2.30 p.m. (09.30 a.m. to 10.00 a.m. – Lunch break) which will be effective from **01.04.2019**. The timing of the following regular staff members has also been re-scheduled 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 Dilip Patra, T-5	Crop. Prodn. Div.	06.00 a.m. to 01.00 p.m.	09.30 a.m. to 10.00 a.m.
2.	Sri Paritosh Roy, T-1	Crop. Prodn. Div.	06.00 a.m. to 01.00 p.m.	09.30 a.m. to 10.00 a.m.
3.	Sri A.N. Dey, T-5	Crop Prodn. Div.	06.30 a.m. to 01.30 p.m.	09.30 a.m. to 10.00 a.m.
4.	Sk. Phirose, 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 Sankar Shome, Assistant	Crop Prodn. Div.	10.00 a.m. to 05.00 p.m.	01.00 p.m. to 01.30 p.m.
6.	Sri R.K. Roshan, T-5	Agril. Extn. Sec.	10.00 a.m. to 05.00 p.m.	01.00 p.m. to 01.30 p.m.
7.	Sri Baul Sarkar, T-5	Agril. Extn. Sec.	10.00 a.m. to 05.00 p.m.	01.00 p.m. to 01.30 p.m.
8.	Sri Bitan Das, T-4	Agril. Extn. Sec.	10.00 a.m. to 05.00 p.m.	01.00 p.m. to 01.30 p.m.
9.	Sri Akshay Mandal, T-5	AINP Sec.	06.30 a.m. to 01.30 p.m.	09.30 a.m. to 10.00 a.m.
10.	Sri Basudev Ghosh, T-5	Crop Impv. Div.	06.30 a.m. to 01.30 p.m.	09.30 a.m. to 10.00 a.m.
11.	Sri O.P. Choudhury, T-5	Crop Impv. Div.	06.30 a.m. to 01.30 p.m.	09.30 a.m. to 10.00 a.m.
12.	Sri Shahid Mukhtar, T-5	Crop Impv. Div.	10.00 a.m. to 05.00 p.m.	01.00 p.m. to 01.30 p.m.
13.	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.
14.	Mrs. Pallavi Mondal, T-3	Crop Impv. Div.	10.00 a.m. to 05.00 p.m.	01.00 p.m. to 01.30 p.m.
15.	Sri Kallol Sarkar, T-3	Crop Impv. Div.	06.30 a.m. to 01.30 p.m.	09.30 a.m. to 10.00 a.m.
16.	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.
17.	Sri Arko Banerjee, T-1	Crop Impv. Div.	06.30 a.m. to 01.30 p.m.	09.30 a.m. to 10.00 a.m.
18.	Sri K.P. Debnath, T-5	Crop Protn. Div.	10.00 a.m. to 05.00 p.m.	01.00 p.m. to 01.30 p.m.
19.	Sri Sudip Nandy, T-3	Crop Protn. Div.	10.00 a.m. to 05.00 p.m.	01.00 p.m. to 01.30 p.m.
20.	Sri Vinay Kumar Singh, T-2	Crop Protn. Div.	06.00 a.m. to 01.00 p.m.	09.30 a.m. to 10.00 a.m.
21.	Ms. Sharmila Sarkar, T-1	Crop Protn. Div.	10.00 a.m. to 05.00 p.m.	01.00 p.m. to 01.30 p.m.


Asstt. Administrative Officer, Admn.I

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. The Administrative Officer & 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.