

भा क अनु 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. FMS-MIS/Adm.I/2018-19/ 14179

Dated:- 29.03.2019

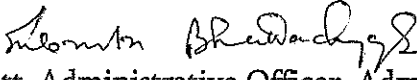
CIRCULAR

As per directives of the Council, all employees of this Institute must ensure implementation of all the modules in ERP system. Presently HRMS records, leaves, bills & payrolls are fully functional in ERP system. Externally funded project information and their budget is also operational.

Particular care should be taken by all the employee from 1st April, 2019 onwards to implement inventory, purchases, Store Chain Management (SCM) and Institute project information and their budget.

Hence, all indents should be submitted through ERP only. In case of necessity in filling up the above mentioned forms Nodal Officer/YP-II, ERP may be contacted.

This has approval of the Competent Authority.


Asstt. Administrative Officer, Adm.I 29.3.19

Distribution :-

1. All Heads/Incharges of Divn./Sections/Sub-stations/KVKs of ICAR-CRIJAF.
2. The Incharges, AKMU, ICAR-CRIJAF with a request to upload in the Institute's Website.
3. PS to Director, ICAR-CRIJAF.
4. PA to CAO, ICAR-CRIJAF.