

CENTRAL PLANTATION CROPS RESEARCH INSTITUTE

(Indian Council of Agricultural Research)

Kasaragod – 671 124.

F.No.7 (28) B/2012-Estt.I

Dated 02.07.2013

**OFFICE ORDER**

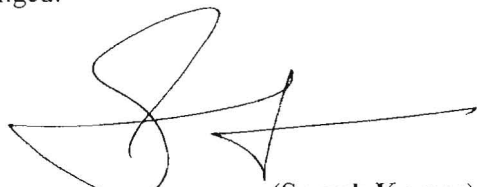
Ref: This Office Order of even number dated 17.11.2012

In the absence of the In-charge of the following Administrative Sections on leave /official tour etc., the substitute arrangements as indicated below are ordered with immediate effect and until further orders:

Section	Incharge of Section	Substitute arrangements in the absence of the Incharge of the Section concerned			
Stores	Sh. TE Janardhanan, AAO	Smt. M. Padmini, AAO	Sh. KS Ramakrishna, AAO	Smt. CH Usha Rani, AAO	Sh. KV Kunhikannan, AAO
Estt.I	Sh. KV Kunhikannan, AAO	Smt. M. Padmini, AAO	Smt. CH Usha Rani, AAO	Sh. TE Janardhanan, AAO	Sh. KS Ramakrishna, AAO
Bills & DDO	Smt. M. Padmini, AAO	Sh. TE Janardhanan, AAO	Smt. CH Usha Rani, AAO	Sh. KS Ramakrishna, AAO	Sh. KV Kunhikannan, AAO
Estate	Smt. CH Usha Rani, AAO	Sh. KS Ramakrishna, AAO	Sh. TE Janardhanan, AAO	Smt. M. Padmini, AAO	Sh. KV Kunhikannan, AAO
Estt.II & Guest Houses	KS Ramakrishna, AAO	Sh. KV Kunhikannan, AAO	Sh. TE Janardhanan, AAO	Smt. CH Usha Rani, AAO	Smt. M. Padmini, AAO

The office order referred to above stands modified to this extent in the case of substitute arrangements in the absence of the incharge of Administrative Sections on leave/tour. All other conditions mentioned in the order referred to above remain unchanged.

This is issued with the approval of the Director.

  
 (Suresh Kumar)  
 Chief Administrative Officer

**Distribution:**

1. All the Officers of the Administrative/Accounts Cadre at CPCRI, Kasaragod (by name)
2. The Project Coordinator (Palms), CPCRI, Kasaragod
3. All the Heads of Divisions/Acting Head of Division, CPCRI, Kasaragod
4. The Programme Coordinator, KVK, Kasaragod under CPCRI, Kasaragod
5. PS to Director/ PA to CAO/Confidential/PME Cell/Library/Farm Section/ARIS Cell
6. The Secretary (Staff Side) IJSC, CPCRI, Kasaragod / Hon. Secretary, CPCRI Departmental Canteen.