

By hand

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(Indian Council of Agricultural Research)
KASARAGOD - 671 124, KERALA, INDIA



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Date: 04.10.2012

OFFICE ORDER

Consequent upon the recommendations of the Departmental Promotion Committee met on 27.09.2012, Director, CPCRI, Kasaragod has been pleased to approve the promotion of Smt. K. Narayani, Personal Assistant, CPCRI, Kasaragod to the post of Private Secretary (Unreserved) in the scale of pay of Rs.9300-34800 + Grade Pay of Rs.4600/- at CPCRI, Kasaragod with effect from the date on which she reports for duty on the promoted post.

As regards other conditions of service, she will be governed by relevant rules and regulations issued by the ICAR from time to time. She should report for duty in the promoted post within 30 days of the receipt of this office order, failing which the promotion ordered will stand cancelled. In case of declining the promotion, she will be debarred from further consideration for promotion for a period of one year from the date of refusal of the promotion or till a next vacancy arises, whichever is later.

As regards fixation of her pay on the promoted post, the pay already fixed in the scale of pay of Rs.9300-34800 with Grade Pay of Rs.4600/- with effect from 01.09.2008 on account of the second financial up-gradation under MACP Scheme granted to her holds good, and no further pay fixation benefit shall accrue in respect of her regular promotion in the above functional post of Private Secretary now granted in the normal channel of promotion.

(SURESHKUMR)
CHIEF ADMINISTRATIVE OFFICER

To:

Smt K. Narayani
Personal Assistant
CPCRI Kasaragod - through PC (Palms)

...2/-

Copy to:

1. The Project Co-Ordinator (Palms), CPCRI, Kasaragod
2. The Head, CPCRI Regional Station, Vittal/ Kayangulam.
3. SIC/OIC, CPCRI Research Centre, Kidu/Mohitnagar/Kahikuchi/Minicoy
4. The HOD(Crop Improvement/Crop Protection/Crop Production/PH & PHT/Social Science), CPCRI Kasara
5. The Programme Co-Ordinator, KVK, CPCRI Kasaragod/Kayangulam
6. The Asst. Finance & Accounts Officer, CPCRI, RS, Vittal/Kayangulam.
7. Sr. Fin. & Accounts Officer, CPCRI, Kasaragod
8. Asst. Administrative Officer, (Stores/Bills/Estate/Estt.-I), CPCRI, Kasaragod
9. Confl/PME/PS to Director, PA to Chief Adm. Officer, CPCRI, Kasaragod.
10. Secretary (Staff Side) IJSC, CPCRI, Kasaragod
11. Personal File/Pension file
12. Event Register
13. Cadre Strength file
14. Guard file.