

# CENTRAL PLANTATION CROPS RESEARCH INSTITUTE

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

F.No.4(13)/2008-Estt. (Vol.XXV)

Date: 08-11-2012

## OFFICE ORDER

Consequent on assuming the charges of Asst. Administrative Officer by Smt.C.H. Usharani, Assistant at CPCRI, Kasaragod, it has been decided by the Competent Authority of the Institute that Smt. C.H. Usharani, will perform the duties of the Asst. Administrative Officer in the Estate Section at the Head Quarters of the Institute at Kasaragod, with immediate effect.

The Competent Authority has also ordered to bifurcate the Establishment Section of the Headquarter as Estt. I & II and post the following Asst. Administrative Officer in the respective section, with immediate effect.

Name of the Sections	Estt.-I	Estt.-II
Name of the Asst. Adm. Officer posted	Shri K.V. Kunhikannan	Sri K.S. Ramakrishnan
Name of the staff	Shri Fredrick Crasta, Asst. Shri M. Ravindran, Asst. Smt. K. Prabhavathy, Asst.	Smt. K.S. Vishalakshy, Asst. Sri P.K. Pramodkumar, LDC Smt. Bhanu, SSS Sri M. Shankara, SSS Shri V.S Binoy, SSS
Additional charges	-	Guest House in-charge and Record Officer

(Jayarama Naik K.M)  
Administrative Officer &  
Chief Administrative Officer i/c

Copy to:

1. Smt. C.H. Usharani, Asst. Administrative Officer, CPCRI, Kasaragod-through proper channel
2. All Officers concerned -through proper channel
3. The Project Co-ordinator(Palms), CPCRI, Kasaragod
4. The Head of Divisions, Crop Improvement/Crop Protection/ Crop Production/PB&PHT/Social Science, CPCRI, Kasaragod
5. The Head, CPCRI, Regional Station, Kayangulam/Vittal
6. The Scientist-in-Charge/Officer-in-Charge, CPCRI, Research Centre/Regional Stations, Kidu,Kahikuchi/Mohitnagar/Minicoy.
7. The Chief Administrative Officer / Fin. & Accts. Officer / Administrative Officer, CPCRI, Kasaragod
8. The Asst. Finance & Accounts Officer, CPCRI, Regional Station, Vittal/Kayangulam
9. Programme Co-Ordinator (KVK), CPCRI, Kasaragod/Kayangulam
10. The AAO (Stores/Estate/Estt-I/ Estt.-II), CPCRI, Kasaragod
11. Confl/PME/PS to Director/PA to CAO/ARIS Cell/Hindi Cell.
12. Personal file , Cadre strength file,
13. The Technical Officer, in-charge of Institute web-site, CPCRI, Kasaragod
14. The Secretary (staff side), IJSC. CPCRI, Kasaragod.
15. Guard file