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PROCEEDINGS OF THE STAFF MEETING HELD ON 28.02.2018 AT 4.30 PM at PJ HALL OF THIS INSTITUTE
UNDER THE CHAIRMANSHIP OF DIRECTOR

As per the decision contained Institute Joint Staff Meeting held on 24.11.2017 the staff meeting held on 28.02.2018 at 4.30 pm at PJ Hall of this Institute to discuss the issues with regard to the change of office timings of CPCRI Headquarters from 9.30 am to 4.30 pm with half an hour lunch break. Sri TE Janardhanan, Administrative Officer welcomed the officers and staff members who attended the staff meeting. Dr P Chowdappa, Director has briefed the staff members the purpose of convening the staff meeting. There was a discussion in the Institute Joint Staff meeting held on 24.11.2017 to take unanimous views of the staff members with regard to the change of office timings of CPCRI Kasaragod Hqrs from 9.00 am to 4.30 pm with lunch break of half an hour. He has requested the staff members to express their views in the open forum with regard to the change of office timings. Mr. John George, Chief Technical Officer, Mr K.T. Unni, Personal Assistant, and Mr A.O. Varghese, Sr. Technician have requested the Director to change the office timing from 9.30 am to 4.30 pm with half an hour lunch break. Mr K Devaraj, Sr. Tech. Assistant (Jr. Engineer) has requested to change the office timing to 9.30 am 4.45 pm with 45 minutes lunch break. Since no other members are openly expressing their views, Director has requested the staff members to raise their hands those who are supporting the office timing from 9.30 am to 4.30 pm with half an hour lunch break; 9.30 am to 4.45 pm with 45 minutes lunch break and 9.00 am to 4.30 pm with one hour lunch break. A total number of 13 Staff members raised their hands to support the office timing from 9.30 am to 4.30 pm with half an hour lunch break. A total number of 9 Staff members raised their hands to support the office timing from 9.30 am to 4.45 pm with 45 minutes lunch break. A total number of 19 Staff members raised their hands to support the office timing from 9.00 am to 4.30 pm with one hour lunch break. A total number of 28 Staff members raised their hands to retain the present office timings. Since majority of the staff members are willing to retain the present office timings i.e. from 9.30 am to 5.00 pm with one hour lunch break, it has been decided to retain the present office timings at headquarters.

The Director and Sr. Fin. & Accounts Officer have requested the staff members to express their problems, if any, they are facing from the administration and accounts, especially with regard to the settlement of their personal claims, viz. Medical, TA etc. Mr. VK Gopala Krishnan, Technical Officer (CEA) and some other staff members have informed to the house that the income tax deducted from the second installment of 7th CPC arrears is more than what is actually to be deducted. Mr P.K. Krishnan Kutty, T-1-3 (JTA) has contended that he did not get the first and second installment of 7th CPC arrears so far. Director has assured that the issues will be examined and appropriate decision will be taken immediately. Director has also requested the concerned staff members to submit their grievances to the DDO immediately, not later than 3rd March, 2018.

(Action: DDO, CPCRI, Kasaragod)

Mr K Devaraj, Sr. Tech. Assistant (Jr. Engineer) has informed to the house that during the financial year 2016-2017, For Transport Allowance the office has given the exemption to the tune of Rs. 9.600/- only, where as they are eligible to get exemption @ Rs. 19,200/- under 10 (14) of IT Act. Mr Ram Avtar Parashar, Sr. Fin. & Accounts Officer has also expressed the view that they are eligible to get

exemption to the tune of Rs. 19,600/-per year. Mr. T.E. Janardhanan, Administrative Officer has informed to the house that exemption of transport allowance to the tune of Rs. 9,600/- was resorted to based on the following audit observation.

“The audit has objected that Transport Allowance to the extent of @ Rs. 800/- per month (Rs. 9600/- p.a.) is exempted from the total income of an employee for the purpose of calculation of taxable income and those who are drawing transport allowance @ Rs. 1600/- per month (Rs. 19200/-) is exempted. At this Institute those who are drawing Transport allowance @ Rs. 800/- p.m. also exemption was allowed to the tune of Rs. 19200/- p.a. This was objected to by the audit party.”

Though we furnished an interim reply, audit has not agreed to, and accordingly, exemption to the tune of Rs. 9600/- was only allowed to those who draws transport allowance @ Rs. 800/- p.m. During the financial year 2017-2018, consequent on the implementation of the 7th CPC, the transport allowance has been enhanced to Rs. 1600/- p.m. w.e.f. 1.7.2017, accordingly proportionate exemption has been allowed to the officials w.e.f. 1.7.2017 onwards.

Mrs Shameena, Scientist has requested to take up the probation clearance. It was informed that a total number of 8 cases of probation clearance of Scientists have already taken up and the proceedings sent to Council and the approval of the proceedings is awaited. Director has informed to the house that CPCRI is very prompt in clearing the probation of all staff including Scientific staff. No cases of probation/promotion is pending. However, he has assured that remaining cases of probation clearance of Scientists will be taken up as and when due.

(Action: Asst. Admn. Officer (Estt. I))

The meeting came to close at 5.00 pm


01.03.2018
DIRECTOR

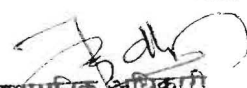

(T.E. Janardhanan)
Administrative Officer

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