

F. No.11(9)Celebrations/2020-Estt.

Date: 23.01.2023

CIRCULAR

The 74th 'REPUBLIC DAY' will be celebrated at this Institute on 26th January, 2023 (Thursday). All the Officers and staff members of ICAR-CPCRI, Kasaragod including scheme staff are requested to participate in the celebration along with their family members.

The National Flag will be hoisted by the Director (Acting), ICAR-CPCRI, Kasaragod in front of the Laboratory cum-Office Building at 8.00 AM sharp, followed by the singing of National Anthem as per the program given below;

- 7.30 AM - Long Siren
- 7.50 AM - All persons to assemble in front of the Office.
- 7.55 AM - All persons to line-up in front of the flag mast.
- 8.00 AM - Flag hoisting by the Director (Acting)
- National Anthem
- Address by the Director In-charge

Persons reaching after 7.55 AM are requested not to join the function, as it will disturb the proceedings.

All AHDs/Sections Heads are requested to ensure the attendance of personnel working under them. However, in view of the recent orders of Govt. of Kerala, attending the flag hoisting ceremony is subject the following:

1. Maintain social distancing, wearing of masks, etc., are followed.
2. Those entering the Institute premises are mandatorily required to have hand hygiene (sanitizer dispenser).
3. All employees who are at higher risk who have underlying medical conditions, to take extra precautions.

(Hareesh Nair)

Chief Administrative Officer (Sr. Grade)

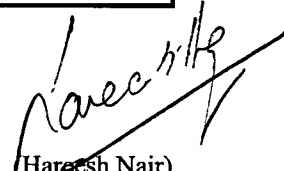
Distribution:

1. Acting Project Coordinator (Palms), All Acting Heads of Divisions CPCRI Kasaragod
2. Scientist in-charge (Farm), CPCRI Kasaragod
3. Head (KVK), CPCRI Kasaragod
4. TO (Farm), CPCRI, Kasaragod.
5. The Secretary, Recreation Club/Deptl. Canteen/Co-operative Society, CPCRI, Kasaragod.
6. Administrative Officer, CPCRI Kasaragod
7. Finance & Accounts Officer, CPCRI Kasaragod
8. Asst. Adm. Officer (Estt./ Estate/Bills) & I/c Stores, CPCRI, Kasaragod.
9. PS to Director, PME Cell, Library/AKMU, RTI & APAR Cell, CPCRI Kasaragod
10. Administrator e-office/Website.

**CENTRAL PLANTATION CROPS RESEARCH INSTITUTE
KASARAGOD - 671 124, KERALA.**

FLAG HOISTING ARRANGEMENTS FOR REPUBLIC DAY 2023

01	Cleaning of premises, checking of National Flag and coir, painting of Flag mast	Shri K. Krishnan Nair, Technical Officer (Farm)
02	Announcement/Commanding	Secretary, Recreation Club
03	Arrangements for Photo/Video	Sri. Shymaprasad, CTO (Art/Audio)
04	Installation of power supply & Public Address System	Sri. Hareesh G.S, STO (IE) & OIC (Electrical) Sri. Devaraj K, TO (Jr.Engg) Sri. Sunil S., Technical Assistant (Elect Engg.)
05	Playing National Integration songs	Sri. Hareesh G.S, STO (IE) & OIC (Electrical) Sri. Devaraj K, TO (Jr.Engg) Sri. Sunil S., Technical Assistant (Elect Engg.)
06	Singing of National Anthem	All participants
07	Leading the Director to the Flag mast	Chief Administrative Officer (Sr. Grade)
08	Helping the Director for hoisting the flag	Sri. B. Ramachandran, Skilled Support Staff
09	Intimation to Security to close the gate at 7.55AM	Shri K. Krishnan Nair, Technical Officer (Farm)



(Hareesh Nair)
Chief Administrative Officer (Sr. Grade)