



भाकृअनुप - केन्द्रीय रोपण फसल अनुसंधान संस्थान
कासरगोड़, केरल, भारत
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F. No. 11(16)/COVID/HQ/2020-Estt

Date:28.07.2021

OFFICE ORDER

Based on the weekly Test Positivity Rate (TPR) from 21.07.2021 to 27.07.2021, the District Collector, Kasaragod & Chairman, District Disaster Management Authority, has categorized Mogral Puthur Panchayat as "Category C" on having average weekly TPR between 10% to 15%. Further as per the latest orders of Government of Kerala issued vide G.O.(Rt)No.545/2021/DMD Dated,24/07/2021, Govt. offices falling in Category C shall function with 25% attendance. In view of the above, the Competent Authority of this Institute has ordered that CPCRI, Kasaragod and KVK, Kasaragod will function with the 25% of the actual staff strength and also decide to implement the following measures with effect from 29.07.2021 until further orders:

1. Physical attendance of officials to be restricted to 25% of the actual strength. The Head of Divisions may regulate the attendance accordingly, and may, on administrative grounds, direct more officials to attend the office. A roster may be prepared by the HDs in this regard.
2. All the officials who do not attend the office on a particular day shall work from home and make themselves available on mobiles & other electronic means of communication at all time.
3. Officials residing in containment zones shall be exempted attending office till the area is de-notified.
4. Persons with disabilities and pregnant women employees shall be exempted from attending the office but they shall continue to work from home.
5. Meetings, as far as possible, should be conducted in virtual mode.
6. Entry of outsiders/visitors should be curtailed appropriately.
7. All officials who attend the office should strictly follow COVID-protocols incl. wearing of masks, physical distancing, frequently using sanitizers and washing hands with soap and water

(Pradeepkumar Vasu)
Asst. Administrative Officer (Estt)

Distribution:

1. The Dy. Director General (Hort. Sciences), ICAR, KAB-II, Pusa, New Delhi-110 012.
2. The Director (Hort. Science), KAB-II, ICAR, New Delhi-110012..
3. The Director (Admn), ICAR, Krishi Bhavan, New Delhi-110 001.
4. The Director (Finance), ICAR, Krishi Bhavan, New Delhi-110 00
5. The Acting PC (Palms)/All Acting HDs, CPCRI, Kasaragod
6. The Acting Head, Regional Station Kayamkulam/Vittal.
7. The SIC, Research Centre Mohitnagar/Kahikuchi/Kidu.
8. The Head, KVK CPCRI, Kasaragod/Alappuzha.
9. The Sr. Finance & Accounts Officer, CPCRI, Kasaragod
10. The Asst. Adm. Officer(bills/Estate/Accounts) & I/c Stores, CPCRI, Kasaragod
11. PME Cell/RTI&APAR Cell/Library/Hindi Cell/AKMU, CPCRI, Kasaragod
12. PS to Director/Website/Administrator e-Office