# File No.11(16)/COVID/HQ/2020-Estt-Part(1)



Fax

# भाकुअनुप - केन्द्रीय रोपण फसल अनुसंधान संस्थान कासरगोड, केरत, भारत



## ICAR- CENTRAL PLANTATION CROPS RESEARCH INSTITUTE KASARAGOD - 671 124 KERALA, INDIA

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Date: 22.05.2021

#### **OFFICE ORDER**

As per the G.O.(Rt)No.416/2021/DMD Dated,14/05/2021, Government of Kerala had ordered for the extension of State-wide lockdown from 00:00 Hrs of 17th May-2021 to 23:59 Hrs of 23rd May-2021. Now based on further assessment of the situation in the state, the Government of Kerala vide its GO (Rt.) No. 432/2021/DMD dated 21.05.2021, has ordered for further extension of Lockdown in the entire state of Kerala from 0600 Hrs of 24<sup>th</sup> May 2021 to 2359 Hrs of 30<sup>th</sup> May 2021. In light of the above, the Competent Authority of this Institute has ordered that CPCRI, Kasaragod, CPCRI Regional Station, Kayamkulam, KVK, Kasaragod and KVK, Alappuzha shall remain closed during the above period.

All the Officers and staff shall work from home and essential services like Mixed Farming Unit, Security, Irrigation, Neera Tapping & Pollination, Housekeeping incl. disinfecting/sanitization, Tissue Culture Laboratory, Electrical maintenance etc. shall continue with bare minimum possible manpower during the above period. The staff members should not leave the Headquarters and are supposed to be available over mobile/email etc. at all times. Further, they should also attend the office in case of exigencies, if directed by their superior officer.

All the employees and contractual staff who attend the office during this lockdown period shall comply with COVID-19 guidelines, viz. sanitizing, wearing face mask and maintaining social distance etc.

**Administrative Officer** 

### 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-110 001.
- 5. The Acting PC (Palms)/All Acting HDs, CPCRI, Kasaragod
- 6. The Acting Head, Regional Station Kayamkulam/Vittal.

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- 7. The SIC, Research Centre Mohitnagar/Kahikuchi/Kidu.
- 8. The Head, KVK, CPCRI, Kasaragod/Kayangulam9. The Sr. Finance & Accounts Officer, CPCRI, Kasaragod
- 10. The Asst. Adm. Officer(Estate/Bills/F & A) & I/c Stores, CPCRI, Kasaragod
- 11.PME Cell/RTI&APAR Cell/Library/Hindi Cell/AKMU.
- 12.PS to Director/Website/Administrator e-Office.