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



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

# ICAR- CENTRAL PLANTATION CROPS RESEARCH INSTITUTE





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22.05.2021

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Date:

#### **OFFICE ORDER**

Ref: 01. E.F.No.11(2)Closing of RS/RC/Covid./2020-Estt. Date: 12.05.2021

In order to fully overcome the pandemic by maintaining caution and continue following the prescribed containment strategy, focused surveillance, containment and strict observance of the guidelines, the Chief Secretary and Chairman, State Executive Committee, Government of Karnataka vide F. No. RD 158 TNR 2020 dated 21.05.2021 has ordered extension of lock down in the state upto 6 am on 07.06.2021. Accordingly, it has been decided by the Director (Acting), to keep the office of ICAR-CPCRI RS. Vittal and CPCRI RC. Kidu closed upto 6 am on 07.06.2021.

However during this period, Head of Station/Centre is requested to ensure that essential and emergency services shall continue without any disruption. In this regard, the services of employees and contractual staff nearby the Station/Centre may be availed. During the lockdown period, all the scientists and staff members are required to stay back at their residence at headquarters and need to be available on telephone and other electronic means of communication at all times and are liable to attend the office in case of urgency if any decided by the competent authority in the interest of the Station/Centre. Head of Station/Centre may issue letters to staff authorising them to attend the essential services so that the same can be shown to police, if required.

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.

This order shall be in force upto 6 am on 07.06.2021 and is subject to orders/guidelines to be issued by the Government of Karnataka from time to time.

**Administrative Officer** 

#### Copy to :-

- 1. The Acting Head, Regional Station, Vittal.
- 2. The SIC. Research Centre. Kidu.
- 3. The Acting PC (Palms)/All Acting HDs, CPCRI, Kasaragod
- 4. The Acting Head, Regional Station Kayamkulam.
- 5. The SIC, Research Centre Mohitnagar/Kahikuchi.
- 6. The Head, KVK CPCRI, Kasaragod/Allapuzha.
- 7. The Sr. Finance & Accounts Officer, CPCRI, Kasaragod
- 8. The Drawing & Disbursing Officer, CPCRI, Kasaragod.
- 9. The Asst. Adm. Officer(Stores/Estt./Estate) & I/c Stores, CPCRI, Kasaragod
- 10.PME Cell/RTI&APAR Cell/Library/Hindi Cell/AKMU, CPCRI, Kasaragod

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11.PS to Director/Website/Administrator e-Office