

I/146508/2024

By E-mail / Hand



भा. कृ. अनु. प. – केंद्रीय भेड़ एवं ऊन अनुसंधान संस्थान
ICAR - Central Sheep and Wool Research Institute

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F.No. 3(605)E/2024/Adm.I/

Dated: 24.04.2024

OFFICE ORDER

Consequent upon joining of **Shri Bhupender Singh Gurjar** to the post of Finance & Accounts Officer CSWRI (HQ), the Director, CSWRI has been pleased to post him in Finance & Accounts Wing of this Institute under supervision of Chief Finance & Accounts Officer / Head of Finance & Accounts Wing until further orders. He will report to the CF&AO and attend the duties as assigned by him. The Director, ICAR - CSWRI has also been pleased to decide that he will take over the charge of I/c FAO from Dr. S. S. Dangi and in absence of regular CF&AO, he will also look after the charge of the Head of Finance & Accounts wings along with signing the cheques / PPA as 1st signatory.

Further, for smooth functioning of office, it has also been decided by the C/A that, until further order, in absence of the CF&AO and the F&AO; the following officers will attend the additional duties & responsibilities of Finance & Account Wing as link officer to the FA&O in order of their name mentioned in the table below without any extra remuneration:

Sl. No.	Name of the officer nominated as link officer to the FAO
1.	Sh. Durga Lal Verma, Assistant Administrative Officer
2.	Sh. Pappu Meena, Assistant Administrative Officer

This is issued with the approval of the Competent Authority, ICAR-CSWRI.

(I. B. Kumar)
Chief Administrative Officer

Distribution:-

1. Shri Bhupender Singh Gurjar, F&AO Th. Head, Finance & Accounts Wing with request to take over the charge from Dr. S.S. Dangi, I/c FAO & Scientist and compliance report may be sent to this office immediately.
2. Dr. S. S. Dangi, Scientist & I/c FAO with request to hand over the charge of I/c FAO to Sh. B. S. Gurjar, FAO and compliance report may be sent to this office immediately.
3. Shri Durga Lal Verma, Assistant Administrative Officer & I/C Adm..I Section
4. Shri Pappu Meena Assistant Administrative Officer through I/C Adm..I Section
5. PS to the Director, CSWRI for kind information.
6. All Heads of Division/Section Incharges of the Main Institute.
7. Sub-Station (ARC, Bikaner / NTRS, Garsa / SRRC, Mannavanur).
8. I/c AKMU for uploading on the Institute's website.
9. Nodal Officer, e office/ERP/e-HRMS/Sparrow/ PFMS, CSWRI for information and n/a.
10. Personal file(s) of individuals / Guard file / All Notice Boards.