ICAR-CENTRAL SHEEP & WOOL RESEARCH INSTITUTE AVIKANAGAR (Tehsil-Malpura) Distt. Tonk. Rajasthan

F.No. 3(49)E/84/Admn.I/Vol.III/

Dated:14.06.2018

OFFICE ORDER

In supersession of the earlier orders in this regard, the Director is pleased to assign the responsibilities of Incharge, Store and Purchase Section to Sh. Harshit Agarwal, Administrative Officer and Sh. Neeraj Tanwar will look after the responsibilities of In-charge, Administration-I Section along with the duties of CPIO with immediate effect.

The incumbent is directed to ensure complete charge hand-over and takeover after completing all the codal formalities and send compliance report to the office within 7 days.

(Suresh Kumar)
Chief Administrative Officer

Distribution:

- 1. Sh. Harshit Agarwal, Administrative Officer, In-charge, Admin-I Section
- 2. Sh. Neeraj Tanwar, Administrative Officer, In-Charge, Store and Purchase
- 2. PS to Director for information
- 3. All Heads of Division/Section In-charges of the Main Institute
- 4. All Heads/OIC of regional stations
- 5. Incharge, AKMU to upload in the website and make necessary corrections
- 6. Concerned Personal Files
- 7. Nodal Officer, ERP
- 8. Notice Board
- 9. Guard File