

Indian Council of Agricultural Research
CENTRAL SHEEP AND WOOL RESEARCH INSTITUTE
AVIKANAGAR, RAJASTHAN – 304501

Date : 18/08/2021

OFFICE ORDER

In supersession of earlier office order No.1(3)E/85/Adm.I/ dated 09.10.2019, it has been decided by the Director that in absence of Shri Suresh Kumar, Chief Administrative Officer/Head of Office from Headquarter on short-term/long-term basis on leave/tour etc., the following Officers will look after routine duties of Head of Office and 2nd cheque signatory in order to their availability till regular Head of Office joins for which no extra remuneration will be paid to them:

1. Sh. Navin Kumar Yadav, AD (OL)
2. Dr. F.A.Khan, Principal Scientist
3. Dr. R.C. Sharma, Principal Scientist
4. Dr. Randhir Singh, Principal Scientist
5. Dr. Ajay Kumar, Principal Scientist

Sd/-

Shivji Ram Jat
Aao

Phone No. [01437-220250](tel:01437-220250)

Email Id: adm1.cswri@icar.gov.in

Distribution:-

1. Shri Suresh Kumar, Chief Administrative Officer
2. Sh. Navin Kumar Yadav, AD (OL)
3. Dr. F.A.Khan, PS Th. Incharge Head, Animal Health Division
4. Dr. R.C. Sharma, PS & Incharge Head, AG&B Divison
5. Dr. Randhir Singh, PS & Incharge Head, Animal Nutrition Division
6. Dr. Ajay Kumar, PS Through: Incharge, TMTC Division
7. Incharge, Audit & Accounts Section
8. All Head of Divisions/Section Incharges of Main Institute
9. PS to Director for information
10. Director's Cell
11. AKMU for uploading on the Institute website/e-office Notice Board
12. Personal file of the concerned
13. The Chief Branch Manager, SBI, Krishi Upaj Mandi Samiti Campus, Malpura for information.
14. Guard file