



भारत 2023 INDIA
समृद्धि का कुटुम्बक
ONE EARTH - ONE FAMILY - ONE FUTURE



भाकृअनुप-केन्द्रीय पटसन एवं समवर्गीय रेशा अनुसंधान संस्थान
बैरकपुर, कोलकाता-700121, पश्चिम बंगाल
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F.No: 2(1)/Adm.I/2020-21/(e- 62470)

Date: 08.08.2023

कार्यालय आदेश / OFFICE ORDER

The **77th Independence Day** will be observed on 15th August, 2023 at ICAR-CRIJAF HQ. All the staffs and their family members are cordially invited in the programme. The details of the programme schedule is given below.


Sl.No.	Programme	Time
1	National Flag Hoisting & Singing of National Anthem	9.30 AM
2	Address by the Director, ICAR-CRIJAF	9.35 AM
3	Programme to felicitate children of ICAR-CRIJAF staffs for their outstanding achievement in academic (Class X / XII Board Examination) / Professional course during 2022-23: Venue-B.C. Kundu Auditorium	10.00 AM

Following staffs are assigned duties for successful organization of the programme:

1. Security Drill and guard of honor to be organized by Sri Ritesh Kumar, AAO & I/c Security, ICAR-CRIJAF.
2. Compering to be organized by General Secretary of Staff Recreation Club, ICAR-CRIJAF or any coordinator as suggested by him of Staff Recreation Club.
3. Painting of the flag mast/pedestal, Purchase of Tri-colour balloons, floral arrangement, procurement of paper (National) flag chain for hanging near the flag & hoisting pole to be organized by Mr. Avijit Dutta, TO., ICAR-CRIJAF.
4. Commensurate cleaning to be organized by Mr. Uma Sankar Das/Ashish Madan Pitre, Technical Assistant, ICAR-CRIJAF.

P.T.O.

5. Photography and videography to be organized by Mr. K.K.Banik, T-2, ICAR-CRIJAF.
6. Protocol arrangement by Mr. Kalyan Broto Roy, TO, ICAR-CRIJAF.
7. Sound System to be organised by Mr. Saurav Biswas, T.O., ICAR-CRIJAF.
8. Overall supervision of Programme will be under Dr. R. K. Naik, Pr. Scientist & Chairman, E & E Cell.


08/08/2023
सहायक प्रशासनिक अधिकारी एवं प्रभारी
प्रशासन अनुभाग(स्थापना)

सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रतिलिपि:

1. All HODs/ In-chagers of Sections/ Units/Divisions/KVK North 24 Parganas, ICAR-CRIJAF
2. Dr. Sanjoy Saha, General Secretary, Staff Recreation Club, ICAR-CRIJAF.
3. Dr. N.M. Alam, I/c AKMU with the request to upload the Office order in the ICAR-CRIJAF website and also to update the website accordingly.
4. Shri Ritesh Kumar, AAO, ICAR-CRIJAF through Chairman E&E Cell.
5. Shri K. B. Roy, Technical Officer, ICAR-CRIJAF through Chairman E&E Cell.
6. Shri Avijit Dutta, Technical Officer, ICAR-CRIJAF through Chairman E&E Cell.
7. Shri Saurav Biswas, Technical Officer, ICAR-CRIJAF through Chairman E&E Cell.
8. Shri Kamal Kumar Banik, Sr. Technician, ICAR-CRIJAF.
9. Shri Kallol Sarkar, Technical Assistant, ICAR-CRIJAF through Chairman E&E Cell.
10. Shri Ashish Madan Pitre, Technical Assistant, ICAR-CRIJAF through Chairman E&E Cell.
11. Dr. R. K. Naik, Sr. Scientist & Chairman, E&E Cell.
12. In-Charge, Audit & Accounts Section, ICAR-CRIJAF.
13. AAO/DDO, ICAR-CRIJAF.
14. PS to Director, ICAR-CRIJAF.
15. PA to Head of Office, ICAR-CRIJAF.
16. All Notice Board, ICAR-CRIJAF.