



**An ISO 9001:2015 Certified Institute**  
**भा.कृ.अ.प.-केन्द्रीय पटसन एवं समवर्गीय रेशा अनुसंधान संस्थान**  
**ICAR - CENTRAL RESEARCH INSTITUTE FOR JUTE & ALLIED FIBRES**

(भारतीय कृषि अनुसंधान परिषद्)

(Indian Council of Agricultural Research)

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F.No.2-30/Adm.II/2019-20/

Date:-12.04.2021

**CIRCULAR**

In pursuance of ICAR-CIFRI's letter no. Audit/Pen/Circular/2021 dated 09.04.2021, all the Pensioners/Family Pensioners of this Institute are hereby informed that the Pension Adalat with Pensioners/Family Pensioners will be organized on **28<sup>th</sup> April, 2021** by the Pension Authorization Unit, ICAR-CIFRI, to settle their pension related grievances.

For this they have to fill up the attached proforma and send it to us on or before **20<sup>th</sup> April, 2021** for onward transmission to ICAR-CIFRI latest by 24<sup>th</sup> April, 2021 through email/Speed Post/Registered Post/Ordinary Post.

This issues with the approval of the Competent Authority, ICAR-CRIJAF.

Sd/-

**Asstt. Administrative Officer**  
**Administration-II**

Copy to:-

1. All Notice Boards
2. Institute-website
3. PS to Director, ICAR-CRIJAF
4. PA to CAO, ICAR-CRIJAF
5. Guard File

**APPLICATION FOR REDRESSAL OF GRIEVANCE RELATED TO PENSION**

1.	Name of Pensioner/Family Pensioner	
2.	Address for communication	
3.	Contact No./(Mobile No.)	
4.	Email address	
5.	PPO No. & Date	
6.	Date of Retirement/Death of Govt. Servant	
7.	Name of the Institute where working at the time of retirement/death	
8.	Detail of grievance related to pension	
9.	Are you interested to attend the meeting for redressal of grievance in person or through representative? (If through representative, give the name, address, Contact No. and email address of the representative to whom meeting notice can be sent)	

Place :

Signature of Pensioner/Family Pensioner

Date :