

ICAR-CENTRAL INSTITUTE OF POST HARVEST ENGINEERING & TECHNOLOGY
PO: PAU CAMPUS, LUDHIANA - 141 004 (Pb.)

F. No. 8(10)/2001-Cdn/ 621

Date: 28.09.2022

OFFICE ORDER

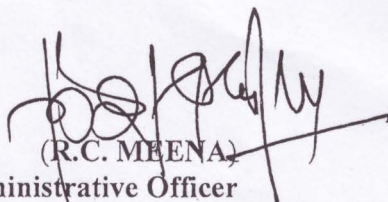
In compliance to Council's Office Memorandum F.No. 12-10/2018-Cdn. dated 21st September, 2022, 5 days working week will be implemented at this Institute w.e.f. 1st October, 2022 with working days from Monday to Friday, as per following office timings:

From 9:00 AM to 5:30 PM with half an hour lunch break from 1:00 PM to 1:30 PM

All the employee shall ensure the following:-

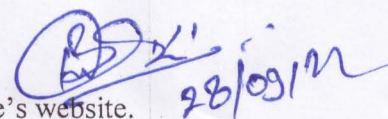
1. That, all the essential services for the benefits of farmers will continue uninterrupted.
2. That, the essential services like attending farm, laboratories, workshop, security etc: (as applicable) will be kept operational, the staff working in the fields shall attend to their duties and the Institute employees will attend to the official duties on Saturday and Sunday, as and when required.

This issues with the approval of the Director.


(R.C. MEENA)
Chief Administrative Officer

Distribution:

1. Acting PC (PHET), ICAR-CIPHET, Ludhiana.
2. Acting PC (PEASEM), ICAR-CIPHET, Ludhiana.
3. Acting Head (AS&EC, FG&OP, TOT, AST), ICAR-CIPHET, Ludhiana
4. Acting Head (HCP) ICAR-CIPHET, Abohar.
5. In-charge, KVK, ICAR-CIPHET, Abohar.
6. Dy. Secretary (Engg.), ICAR, KAB-II, New Delhi-110012
7. F&AO, ICAR-CIPHET, Ludhiana.
8. PS to Director, ICAR-CIPHET, Ludhiana.
9. I/c P&S, ICAR-CIPHET, Ludhiana.
10. DDO, ICAR-CIPHET, Ludhiana.
11. In-charge PME Cell, ICAR-CIPHET, Ludhiana.
12. In-charge Library, ICAR-CIPHET, Ludhiana.
13. In-charge ITMU, ICAR-CIPHET, Ludhiana.
14. In-charge LCPC, ICAR-CIPHET, Ludhiana.
15. In-charge Workshop, ICAR-CIPHET, Ludhiana.
16. Vigilance Officer, ICAR-CIPHET, Ludhiana.
17. I/c Estate Management Section, ICAR-CIPHET, Ludhiana.
18. I/c AKMU, ICAR-CIPHET Ludhiana for uploading at institute's website.
19. Administrator, e-Office, ICAR-CIPHET, Ludhiana
20. Nodal Officer, ERP MIS-FMS, IASRI, New Delhi (support.erp@icar.gov.in)
21. Gaurd File [F. No. 9(39)/2016-Cdn]


28/09/22