



ICAR - CENTRAL INLAND FISHERIES RESEARCH INSTITUTE

AN ISO 9000:2008 Certified Organization

Barrackpore, Kolkata-700 120, West Bengal



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F. No. Misc.-178(1)/2021-Adm-I/ 412

Dated: 15-06-2021

## OFFICE ORDER

In continuation to the Institute Order F. No. Misc.-178(1)/2021-Adm/260 dated 02.06.2021 and in pursuance to the Govt of West Bengal Order No. 753-ISS/2M-22/2020 dated 14.06.2021, it has been decided by the competent authority that the Institute will observe normal working hours w.e.f. 16.06.2021 and all regular staff (Technical, Administrative & SSS) up to the rank of T-4 / Assistant (Pay Grade Level-6) shall attend office on alternate days as per attached duty roster. Staff members in the rank of T-5 / AAO and above and Scientists will continue to attend office as per instructions contained in the Office Order dated 02.06.2021.

Research Scholars and other Contractual Staff will attend office and perform duties on such days as assigned by respective PIs / HoDs / JD(A) / SF&AO.

All the guidelines and instructions for Covid appropriate behaviour, as contained in the Govt of West Bengal Order No. 753-ISS/2M-22/2020 dt 14.06.2021 should be observed by all concerned.

This issues with the approval of the competent authority and is applicable until further orders.

(Rajeev Lal)

Jt. Director (A) & Registrar

### Distribution (by e-mail) :

- 1) All Heads of Divisions / Heads of Regional Stations / Officers-in-Charges / Sections-in-Charges, ICAR-CIFRI, Barrackpore for information to all staff members working with them.
- 2) PS to Deputy Director General (Fy. Sc), ICAR, KAB-II, New Delhi.
- 3) Director (Administration), ICAR, Krishi Bhavan, New Delhi.
- 4) The ACTO to the Director, for information of the Director.
- 5) In-Charge, AKMU Cell for uploading in Institute website.
- 6) Notice Board / Guard File.





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Barrackpore, Kolkata-700 120, West Bengal

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### RIVERINE & ESTUARIES FISHERIES (REF) DIVISION

#### Technical

1.	Shri Subhendu Mondal, STA	Monday, Wednesday & Friday
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#### Skilled Support Staff

1	Shri Gopal Chandra Roy, SSS	Tuesday, Thursday & Saturday
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### RESERVOIR & WETLAND FISHERIES (RWF) DIVISION

#### Technical

1.	Shri Arijit Ghosh, STA	Monday, Wednesday, Friday
2.	Md. Yousuf Ali Sk., STA	Tuesday, Thursday & Saturday

#### SKILLED SUPPORT STAFF

1.	Shri M.L. Sarkar, SSS	Monday, Wednesday, Friday
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### AQUATIC ENVIRONMENTAL BIOTECHNOLOGY & NANOTECHNOLOGY (AEBN) DIVISION

#### TECHNICAL

1.	Shri A.K. Jana, STA	Monday, Wednesday & Friday
2.	Shri Anjon Kumar Talukdar, TA	Tuesday, Thursday & Saturday

#### ADMINISTRATIVE

1.	Shri Debasis Singha, LDC	Tuesday, Thursday & Saturday
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### FISHERIES ENHANCEMENT & MANAGEMENT (FEM) DIVISION

#### TECHNICAL

1.	Sk. Rabiul, STA	Wednesday, Friday & Saturday
2.	Shri B.K. Naskar, STA	Monday, Tuesday & Thursday
3.	Ms. Sadrupa Bhowmick, TA	Wednesday, Friday & Saturday

#### ADMINISTRATIVE

1.	Shri Bijoy Kumar Roy, Assistant	Monday, Wednesday & Friday
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### FISHERIES RESOURCE ASSESSMENT & INFORMATICS (FRAI) DIVISION

#### ADMINISTRATIVE

1.	Shri Bijoy Kumar Roy, Assistant	Monday, Wednesday & Friday
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### EXTENSION & TRAINING CELL

#### Technical

1.	Shri Avishek Saha, TA	Monday, Wednesday & Friday
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<b>PME CELL</b>		
	<b>Technical</b>	
1..	Md. Naim, TA	Tuesday, Thursday & Saturday
<b>AQUARIUM &amp; HATCHERY UNIT</b>		
	<b>Skilled Support Staff</b>	
1.	Shri Ratan Das, SSS	Monday, Wednesday, Friday
<b>JOINT DIRECTOR'S CELL</b>		
	<b>Administrative</b>	
1.	Mr. Aritra Datta, LDC	Monday, Wednesday, Friday
<b>DIRECTOR'S CELL</b>		
	<b>Technical</b>	
1.	Mrs. Sumedha Das, Technical Assistant	Tuesday, Thursday & Saturday
2.	Mrs Sangeeta Chakraborty, Technical Assistant	Monday, Wednesday & Friday
	<b>Administrative Staff</b>	
1.	Ms. Sohini Chatterjee, Stenographer Grade.III	Monday, Wednesday & Friday
<b>ADM.I SECTION</b>		
1.	Ms. Sreemanti Saha, LDC	Monday, Wednesday & Friday
<b>ADM.II SECTION</b>		
	<b>Administrative</b>	
1.	Mrs. Ruma Ghosh, Assistant	Monday, Wednesday & Friday
2.	Mrs. Mousumi Banerjee Nan, Assistant	Tuesday, Thursday & Saturday
	<b>Skilled Support Staff</b>	
1.	Shri Sukhen Das, SSS	Monday, Wednesday & Friday
<b>ADM.III SECTION</b>		
	<b>Administrative</b>	
1.	Shri Raushan Kumar, Assistant	Monday, Wednesday & Friday
2.	Mrs. Shyamali Mitra, Assistant	Monday, Wednesday & Friday
3.	Mr. Pradipta Sen, Assistant	Tuesday, Thursday & Saturday
	<b>Skilled Support Staff</b>	
1.	Mrs. Shibani Bhattacharjee, SSS	Tuesday, Thursday & Saturday
<b>STORE SECTION</b>		
	<b>Administrative</b>	
1.	Shri Bholalal Dhanuk, UDC	Tuesday, Thursday & Saturday
2.	Shri Debasish Acharya, LDC	Monday, Wednesday & Friday
3.	Ms. Ankita Ghosh, LDC	Tuesday, Thursday & Saturday



<b>WORKS &amp; UTILITY SECTION</b>		
<b>Administrative</b>		
1.	Shri Somenath Banerjee, LDC	Monday, Wednesday & Friday
2.	Shri Probodh Mahata, LDC	Tuesday, Thursday & Saturday
<b>Skilled Support Staff</b>		
1.	Shri B.Shankar Reddy, SSS	Monday, Wednesday & Friday
<b>AUDIT SECTION</b>		
<b>Administrative</b>		
1.	Shri Fazal Khan, UDC	Monday, Wednesday & Friday
<b>ICAR - PENSION CELL</b>		
<b>Administrative</b>		
1.	Shri Santosh Sarkar, Assistant	Tuesday, Thursday & Saturday
2.	Shri Prokash Chandra Pramanick, LDC	Monday, Wednesday & Friday
<b>VEHICLE SECTION</b>		
<b>Technical</b>		
1.	Shri Sanjay Kumar Das, STA	Tuesday, Thursday & Saturday
2.	Shri Giridhari Paramanik, TA	Monday, Wednesday & Friday
<b>BIO-DIVERSITY LAB</b>		
<b>Skilled Support Staff</b>		
1.	Shri Tapan Bhattacharjee, SSS	Monday, Wednesday & Friday

**NOTE :-**

- 1) In-Charge, Kolkata Station may regulate attendance of staff in accordance with this Office Order.
- 2) Further, in addition to indicated days and to attend to emergent nature of duties, staff members may be asked to come to Office on any working day, as per instruction of the Competent Authority.