

ICAR-CENTRAL INSTITUTE OF POST HARVEST ENGINEERING & TECHNOLOGY  
PO: PAU, LUDHIANA-141004 (PUNJAB)

F.No. 9(61)/2021-Cdn/02

Dated: 03.04.2023

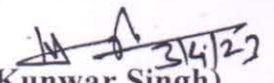
**OFFICE ORDER**

Consequent upon transfer on promotion of Sh. B.C. Katoch, Administrative officer of this Institute, and in partial modification of office order F.No.9(61)/2021-Cdn/ dated 17.06.2022, the Director has been pleased to nominate the following officers as In-charge of different Sections/Units/Work at ICAR-CIPHET, Ludhiana as mentioned against each with immediate effect till further order:-

Sr. no	Section/unit/Work	Name of Position	Name of New In-charge/ Alternative In-charge/ Nodal Officer/ Member Secretary/ CPIO
1.	Head of Administration/ Head of Office	I/c CAO	1. Dr. Manju Bala 2. Dr. Rahul Kumar Anurag
2.	CPPP	Nodal Officer	Sh. R.C. Meena, CAO.
3.	E-Office	Nodal Officer	Sh. Ram Chand, PPS
4.	Purchase Section-I Purchase Section-II Central Stores	I/c Purchase	Sh. R.C. Meena, CAO
5.	<b>Tender Opening Committee (TOC)</b>	Member Secretary	Sh. R.C. Meena, CAO
6.	<b>Tender Evaluation Committee (TEC )</b>	Member Secretary	Sh. R.C. Meena, CAO
7.	<b>Local Purchase Committee (LPC)</b>	Member Secretary	Sh. R.C. Meena, CAO
8.	<b>SCSP Committee</b>	Member Secretary	Sh. R.C. Meena, CAO
9.	<b>Repair &amp; Maintenance Committee</b> (For repairing & AMC of equipments worth Rs. 5.00 lakh & above and estimated cost of repair is more than Rs. 25000/-)	Member Secretary	Sh. R.C. Meena, CAO.
10.	Departmental Record Room (DRR) Room No. 205	I/c, DRR	Sh. Kunwar Singh, AAO
11.	Security	I/c Security	1. Sh. Vishal Kumar, TO 2. Sh. Ram Chand, PPS
12.	Guest House	I/c, G.H.	Sh. Kunwar Singh, AAO

This will be in addition to their normal duties without any extra remuneration.

This issue with the approval of the Director.

  
(Kunwar Singh)

**Assistant Administrative Officer**

**Distribution:**

1. All concerned officer (by name).
2. Acting PC (PESEM), ICAR –CIPHET, Ludhiana.
3. Acting PC (PHET), ICAR –CIPHET, Ludhiana.

P.T.O.

4. Acting Head (AS&EC, FG&OP, TOT, AST), ICAR –CIPHET, Ludhiana
5. Acting Head (HCP)/ In-charge ICAR –CIPHET, Abohar.
6. In-charge, KVK, ICAR –CIPHET, Abohar.
7. Head of Office, ICAR-CIPHET, Ludhiana.
8. F&AO, 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 Librery, 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. Administrator e-Office, ICAR-CIPHET, Ludhiana.
18. I/c Estate Management Section, ICAR-CIPHET, Ludhiana.
- ✓ 19. I/c AKMU, ICAR-CIPHET Ludhiana for uploading at institute's website
20. PS to Director, ICAR-CIPHET, Ludhiana.
21. Guard File [F. No. 9(39)/2016-Cdn]