



स्थापना-5(समन्वय)/Establishment-(Coordination)

भाकृअनुप-राष्ट्रीय डेरी अनुसंधान संस्थान
(मानद् विश्वविद्यालय)

ICAR- National Dairy Research Institute
(Deemed University)

करनाल, हरियाणा/ Karnal-132001, Haryana.



No. F. EV/MS/2022/12/ 5-9

Dated-26.09.2022

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CIRCULAR

Subject: - Implementation of 5 working days a week in ICAR Institutes- reg.

A copy of Office Memorandum vide F.No.12-10/2018-CDN dated 21.09.2022 received from the Secretary,ICAR, Krishi Bhavan, New Delhi-110001 reg. Implement of 5 day's working week in all ICAR Institutes, w.e.f. 1st October,2022, with working days from Monday to Firday, as per the following office timings is attached herewith.

From 9.00 A.M to 5.30 P.M. with half an hour lunch break from 1.00 P.M. to 1.30 P.M.

Therefore, all Head of Divisions/Section Incharges of ICAR-NDRI, Karnal are requested to take necessary action accordingly and ensure:

1. That, all the essential services for the benefits of farmers will continue uninterrupted.
2. That, the essential services like attending farm, animals, laboratories etc. will be kept operational, the staff working in the fields shall attend duties and the institute employees will attend to the official duties on Saturday, as and when required.

(This issues with the approval of the competent authority).

Dinsh
27.9.2022

Chief. Admin. Officer

Distribution:-

1. All Head of Divisions/Section Incharges, ICAR-NDRI, Karnal.
2. Heads of Regional Stations of Bangalore and Kalyani.
3. PPS to the Secretary, ICAR , New Delhi for kind information of Secretary, ICAR please.
4. PS to Director, ICAR- NDRI, Karnal for kind information please.
5. The I/C Computer Centre for uploading this circular on the website/E-Office Notice Board of the institute.