

Dated: 24.02.14

## INDIAN INSTITUTE OF SPICES RESEARCH

Experimental Farm, Peruvannamuzhi

### Proceedings of FAC 22.02.14

The FAC meeting was held in ATIC hall at 11AM on 22.02.14. The meeting was chaired by Dr. M. Anandaraj, Director. Heads of Divisions, scientists, Administrative & Accounts Officers and Technical Officers of IISR ,Peruvannamuzhi and KVK have attended the meeting.

SL NO	ITEM	DECISIONS	PERSONS IDENTIFIED
1	Disposal of De topped Ailanthus branches in Agronomy.	Quotation invited (25.02.14)	To/FS/AAO
2	Erecting solar drier and repairing physically damaged area of yard	Work may completed at the earliest. FS/Dr.Sheeja may please remind the contractor.	To/FS/Dr.Sheeja
3	Clearing secondary weed growth in farm including cashew plot.	Work may completed at the earliest	To/FS/AAO ( Stores)
4	Drinking water supply to quarters -Electrification	Advance drawn and the work will be completed by next week .	ACTO/FS/TO/AAO(W)
5	BPD Works –Renovation of old lab building	Marking over in Wet processing lab , cable panneling work will be executed soon.	FS/Dr.Sheeja/TO
6	Harvesting Ginger and turmeric 2013-14	turmeric harvesting will be completed by 10th March 2014.	TO/FS/AAO
7	Removing silt from trench where wheel type JCB cannot work.	Chain JCB may be transported using heavy duty lorry to the slushy area or may be approached from other direction.	TO/FS/AAO
8	De topping of Ailanthus in Germplasm plot ( Plot C)	Quotation may be invited and other formalities from the Forest Dept.is cleared.	TO/FS/ACTO/AAO

9	Draining out water from the trench/Pitching along the trench 500/9000 Meter /Electric fencing	Probability of constructing a wall on one side of the trench at slushy area, where it is hard may be explored in consultation with CPWD.	TO/FS/Dr.Jayashree
10	Repair of damaged roof of old canteen building	Four Quotations received and comparative statements compiled and submitted .	FS/TO/ACTO
11	Modification of seed storage shed to reduce the inside temperature	Solar powered exhaust fan may be explored to reduce the temperature inside the storage shed. Proposal may be submitted for permission to collect local quotation to procure the item.	FS/ACTO/TO
12	Purchase of Hume pipes	Thirteen pipes has been used for the drainage work and remaining will be completed by two days. Proposal will be submitted for another 30 numbers for extending the same work.	FS/TO/AO
13	Construction of toilet in Farm.	Once the roofing work is over,this item will be taken up.Advice of the BPD engineers may also be taken.	TO/ACTO/FS
14	Planting of Ginger &Turmeric germplasm in tubs 2014-15	Approved. Work will be taken up by outsourcing (partly)	TO/FS
15	Secretarial Assistant	Approved. Service of an apprentice will be provided to IISR Farm for assisting in office work	TO/ACTO/FS

**Farm Superintendent i/c**

**This is with the approval of Director**