

Dated: 01.07.2013

INDIAN INSTITUTE OF SPICES RESEARCH

Experimental Farm, Peruvannamuzhi

Proceedings of FAC 29.06.2013

The FAC meeting was held at ATIC conference hall, 10.00 AM on 29-06-2013. The meeting was chaired by Dr. M. Anandaraj, Director. All scientists, Administrative & accounts Officers and Technical Officers have attended the meeting.

SL. NO.	ITEM	DECISIONS	PERSONS IDENTIFIED
1.	Lease deed of farm.	Annual lease deed –to be followed it up	F.S/AAO(Estt)
2.	Replacement of old pipe line.	Work may be completed immediately.	AO/AAO/WC
3.	Development of old CSP plot.	The plan may be submitted for Director's approval and disease free planting materials may be made available. Dr.Suseela Bahi and Dr. Rashid Pervez will inspect and certify the planting material before planting.	CTO/SMS (Agronomist)/ KVK/ Mr.Kannan/ Dr. Kandiannan / Dr.Suseela Bhai/ Dr. Rashid Pervez .
4.	Drinking Water supply to KVK	Immediate action may be taken to analyze the water sample through CWRDM. This may be completed by 02.07.2013.	CTO/MMS/ Farm Manager
5.	Completion of trench around the farm	The areas where rectification is required may be done immediately. Work order may be issued for additional 250 Hrs.	AAO/AO/Works committee
6.	Levelling along the trench and planting Coconut and Pepper.	The work may be completed without delay. 800 coconut seedlings may be planted and protected with cage made by old welded mesh.	FS/CTO/TO
7.	Shade regulation of pepper and other plots	Concerned scientists may execute the work by drawing advance if it is within that limit. Alternatively, work may be given on contract and completed within the time. First round of spraying against Phytophthora may be done by diverting some of the workers	All Scientists concerned/FS/TO
8.	Price fixation for Garcinia fruits.	Harvesting and disposal may be done through local quotations without incurring expenditure.	TO/FS
9.	Purchase of 5 KVA UPS	The generator available at farm may be repaired immediately An email to be sent to the manufacturers mentioning the poor service provided by the dealer and requesting them to repair at once. Otherwise to inform consumer protection for redress.Individual UPS of 500 VA may be purchased if necessary.	TO/FS/AAO(Stores)
10.	ATR on decisions on DDG'S visit during June 2013	ATR on recommendations of DDG(Hort) during visit may be presented during FAC next month.	TO/FS

Issued with approval of Director