

Dated: 26.08.2013

INDIAN INSTITUTE OF SPICES RESEARCH

Experimental Farm, Peruvannamuzhi

Proceedings of FAC 24.08.13

The FAC meeting was held at ATIC conference hall, 10.30AM on 24.08.2013. The meeting was chaired by Dr. M. Anandaraj, Director, Heads of Divisions, scientists, Administrative & Accounts Officers and Technical Officers of IISR, Peruvannamuzhi and KVK attended the meeting.

SL. NO.	ITEM	DECISIONS	PERSONS IDENTIFIED
1.	Lease deed of farm.	Reminders may be sent to the DFO Kozhikode and CCF Kannur immediately to follow up the matter.	F.S/AAO(Estt)
2.	Development of old CSP plot.	Immediate actions may be taken up to complete the planting as per the standing instructions, before 15.09.2013.	CTO/SMS (Agronomist) KVK/Mr.Kannan / Dr. Kandianan / R.Suseela Bhai/Dr.Pervez.
3.	Drinking Water supply to KVK	Appropriate actions may be initiated to install the purification system immediately by KVK.	CTO/MMS/ Farm Manager
4.	Levelling along the trench and planting Coconut and Pepper.	Work may be completed immediately.	FS/CTO/TO
5.	Repair of Old Generator	May be followed up with KEL who has shifted the machine for repair.	TO/FS
6.	Labelling trees	Collected quotations may be processed and orders issued at the earliest.	TO/FS
7.	Setting up of Bee hives in farm	Besides contacting Training Institute, Pune, SMS KVK may find out the conventional methods followed by local farmers	SMS (Entomology)
8.	High-tech nursery shed for Germplasm	Revised proposal may be submitted with appropriate modifications.	Dr. Saji/FS
9.	De topping Ailanthus trees in Agronomy.	Work approved, proposal may be submitted. It is decided to hand over the plot to soil science.	To/FS/Dr. Sreenivasan
10.	Repairing of drying yard.	Work approved. First the yard may be washed and cleaned thoroughly and proposal may be send for plastering where ever necessary.	To/FS
11.	Clearing secondary weed growth in farm including cashew plot.	Work approved. Proposal may be send for mechanical weeding on per hector basis.	To/FS/AAO(W)
12.	Approach roads to KVK through orchard and A1 plot	Work approved. Proposal may be submitted to take up the work through JCB.	To/FS/AAO(W)
13.	Second earthing up and fertilizer application for G&T	Local quotations may be collected and forwarded based on the proposal submitted by FS on 24.08.13 and work order issued at the earliest since the work is very urgent.	To/FS/AAO(W)
14.	Preparing area for BPD project	An approximate estimate may be collected through a Civil Engineer and forwarded to HQ for further action	FS/Dr. Sheeja

Farm Superintendent

Issued with approval of Director.