

Dated: 01.01.2014

INDIAN INSTITUTE OF SPICES RESEARCH

Experimental Farm, Peruvannamuzhi

Proceedings of FAC 30.12.2013

The FAC meeting was held in SJ conference hall at 11.00.AM on 30.11.2013. The meeting was chaired by Dr. M. Anandaraj, Director. Heads of Divisions, scientists, Administrative & Accounts Officers and Technical Officers of IISR ,Peruvannamuzhi and KVK have attended the meeting.

SL. NO.	ITEM	DECISIONS	PERSONS IDENTIFIED
1.	High-tech nursery shed for Germplasm	Work will be taken up after getting the RE. Possibility of erecting another shed with low cost roofing material may be explored	Dr. Saji/FS/AAO (Works)
2.	De topping Ailanthus trees in Agronomy.	Committee has been constituted to execute the sales. The committee may execute the sales at the earliest. Report from the Forest Official may be expedited	To/FS/Dr. Srinivasan/AAO
3.	Repairing of drying yard.	Work order may be issued	To/FS/Dr.Sheeja
4.	Clearing secondary weed growth in farm including cashew plot.	This work may be done with JCB	To/FS/AAO(W)
5.	Drinking water supply to quarters	Re-quotation may be invited for the works.	FS/TO/AAO(W)
6.	BPD Works – Renovation of old lab building	Work may be completed at the earliest.	FS/Dr.Sheeja/TO
7.	Harvesting Ginger and turmeric 2013	The possibility of using tractor for harvesting may be explored . Work order may be issued to the remaining area where tractor harvesting is not feasible.	T O/FS/AAO
8.	Land preparation for Ginger and turmeric 2013-14.	Area may be cleared for 3000 beds and planting should be completed by May 2014.	TO/FS/AAO
9.	Removing silt from trench where wheel type JCB cannot work.	The silt may be removed through the available JCB from the area where ever it can operate and Chain type JCB may be engaged in the marshy spots . Proposal for chain type is recommended.	TO/FS/AAO
10.	De topping of ailanthus in Germplasm plot (Plot C)	Quotation invited.	TO/FS/DR. Johnson George/AAO
11.	Purchase of plastic crates for ginger and turmeric germplasm storage (100 numbers)	FS may visit TNAU by before 10.01.2014	TO/FS/Dr. Prasath/AAO

12.	Assessment of labour requirement for 2014-15	All the important routine works may be carried out through casual workers. Out sourcing may be done whenever it become essential.	All Heads/Scientists/ TO/FS/AAO
13.	Pitching along the trench 500 Meter 9000/Electric fencing	This item maybe kept pending till the JCB work is over.Meanwhile estimate may be prepared for pitching in the most vulnerable areas where pitching is inevitable.	TO/FS/AAO

Farm Superintendent

This is with the approval of the Director.