

## **Proceedings of FAC meeting of Main Campus, Chelavoor held on 31-01-2011**

### **F.No.1 (47) FAC/Estt. (2010) /10**

**The FAC meeting was chaired by Dr. Anandaraj, Project Coordinator (Spices) and all members attended. The following points were discussed and recommendations made.**

<b>NO</b>	<b>ITEM</b>	<b>DECISION</b>	<b>PERSONS IDENTIFIED</b>
1.	Construction of rain water harvesting structures (1no)	Work order issued and work may be completed on or before 28-2-11	Works/FS Chelavoor/ AO
2.	Clearing basin, mulching, vine tying , and irrigation in hybrid black pepper plot	Work order issued and work may be completed on or before 28-2-11	Dr. K.Saji / Works /AO.
3.	Painting the structure, rafters of green house , replacement of sheets and repair of electrical installations	Since funds are not sufficient for both replacement of roofing sheet and painting, the work is temporarily kept pending.	AO/Works /Dr. AI.Bhat
4.	Repair of Sump near to wicket gate	Quotations to be finalized and work executed before the end of financial year	AO/Works/FS/SIC Chelavoor
5.	Providing of water supply to newly constructed administrative block	The FAC suggested to discuss with Chairman, Aesthetic committee and Administrative officer, for providing drinking water /washbasin facility to newly constructed administrative block.	Dr J Rema,/AO/SIC Chelavoor /
6.	Cutting of Excess Acacia trees in the farm	It was suggested that Mr. Mohammed may visit Forest office, Mathottam in order to speed up the work.	FS/AO/ SIC Chelavoor

7.	Developing a road from Sougandikam guest house to Farm house and up to the water tank	CPWD may be contacted for getting the estimate at the earliest.	Works/AO/FS
8.	Painting of main building	Since estimate has not received, follow up action may be taken up to speed up the work.	Works/AO/FS
9.	Contract work proposals for the year 2011-2012	Proposals may be submitted by HOD's/PI of Schemes on or before 11-02-2011.	HOD/PI/Works/FS
10.	Procuring of spare, line control card from Indian Telephone Industry	Explore the possibility of availing the services of BSNL and the future requirements,	IT committee, FS/SIC/Works
11.	Making beds for planting ginger	Work approved. Proposals may be submitted	Dr.Dinesh
12.	Tile flooring in Central instrumentation facility	Work approved. Proposals may be submitted	Dr.Sheela

C.K.Thankamani  
Scientist-in-charge, Chelavoor