

INDIAN INSTITUTE OF SPICES RESEARCH**Experimental Farm, Peruvannamuzhi****Proceedings of FAC 27.02.2016**

The FAC meeting was held at ATIC hall at 10.30 AM on 27.02.16. The meeting was chaired by Dr. T. John Zachariah, Director in Charge. Heads of Divisions, Scientists, Administrative & Accounts Officers and Technical Officers of IISR, Peruvannamuzhi and KVK have attended the meeting.

S. No.	ITEM	DECISIONS	PERSONS IDENTIFIED
1.	Leak proofing of residential quarters.	The disparity in the estimate may be corrected and proposal may be sent accordingly.	AAO (w)/FS/STO
2.	Providing irrigation facility for column planting by solar power	The received quotations may be technically scrutinized by a committee.	Dr.Jayasree / AAO (w)
3.	Construction of polyhouse for Plant Pathology Division at Experimental farm Peruvannamuzhi	Since no quotations are received so far, the specifications in the estimate may be revised for attracting more quotations.	Dr. Suseela Bhai/AAO
4.	Disposal of old files	Old files listed may be sent to HQ for further processing.	FS/AO
5.	Repair of vanilla nursery shed.	Quotations may be finalized and work order may be issued.	AAO (w)/FS/STO
6.	Painting of office buildings	Quotations may be invited.	AAO(W)/FS/STO
7.	Renovation of store building for SPU	Quotations may be invited.	AAO(W)/FS/STO
8.	Wiring of sheds for getting electricity connection to solar cooker.	Quotations may be invited.	AAO(W)/FS/STO
9.	Planting Ginger and Turmeric Germplasm in tubs. Total -2100 nos.	Work approved. Proposal may be sent for inviting quotations.	AAO (w)/FS/STO
10.	Planting Ginger and Turmeric in field. Total -2750 nos.	Work approved. The work may be started including land preparation, ploughing , bed making etc.	FS/STO
11.	Implementation of biometric attendance system to casual workers	The existing attendance marking will be retained in addition to the new Biometric attendance system.	AO/FS

FAC proceeding submitted to Director in charge for kind approval

**Farm Superintendent
Secretary, FAC**