

Proceedings of FAC meeting of Main Campus, Chelavoor held on 02-05-2011.

F. No.1 (47) FAC/Estt. (2010) /04

The FAC meeting was chaired by Dr. V.A. Parthasarathy, Director, IISR and all members attended. The following points were discussed and recommendations made. All the works will be subject fund availability and as per the procedures.

NO	ITEM	DECISION	PERSONS IDENTIFIED
1.	Making beds for planting ginger	Quotation may be finalized at the earliest	AO/Dr.Dinesh/Farm/works
2.	Making pits for planting black pepper seedlings in coconut garden	Quotation may be invited at the earliest	AO/Dr.Sheela/Farm/works
3.	Providing shelter to newly installed Generator.	Proposal may be submitted	FS/SIC Chelavoor
4.	Clearing area, making pits, filling, for planting rooted Black pepper cuttings.	Quotation invited and last date is 10-05-2011	AO/Dr.Rema/FS
5.	Hiring skilled assistant for the production of micro rhizomes of ginger	Quotation may be invited at the earliest	AO/Dr.Nirmal Babu
6.	Repair of kitchen cabinet and replacing of damaged door in the spice cottage	Work approved. Proposal may be submitted	FS/SIC Chelavoor
7.	Installing solar lights in the pathway leading to SJ hall and premises of main building.	Work approved. Proposal may be submitted	FS/SIC Chelavoor

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