

02.09.2015

INDIAN INSTITUTE OF SPICES RESEARCH**Experimental Farm, Peruvannamuzhi****Proceedings of FAC 31.08.2015**

The FAC meeting was held at ATIC hall at 11.00AM on 31.08.2015. 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.

S. No.	ITEM	DECISIONS	PERSONS IDENTIFIED
1.	Extension of Electric Fence	The fence may be maintained properly. Voltage meter to check the voltage may be purchased and used.	TO (F)/STO/FS
2.	Disposal of old computers / Stock verification	Immediate action may be taken to dispose the unserviceable items as per the stock verification 2015-16 based on the proposal (In GFR) submitted by the FS.	AAO (Stores)/FS
3.	Making storage facility for farm produce	Proposal may be submitted along with realistic estimate immediately.	FS/STO/ ACTO
4.	Fixing sign boards	May be completed immediately.	TO/STO/ ACTO/FS.
5.	Floor tiling of SPU	Quotations may be invited based on realistic estimate and clear specifications.	Dr. E. Jayasree/STO/F S
6.	Planting pepper on Columns in Block A	Work may be finished at the earliest	TO/STO/FS
7.	Assistance on clerical works	One Apprentice may be provided at the earliest.	AO/FS
8.	Drip irrigation at Old replication IV	Work approved. May be carried out departmentally	Dr.KV Saji/STO/FS
9.	Irrigation experiment of Black pepper	A clear cut research plan on the topic may be prepared by the concerned Scientists of Agronomy and Soil science.	Scientist concerned.
10.	Presenting works before FAC	All the works including those to be carried out through departmentally may be presented before the FAC	TO/STO/FS

Submitted to the Director for Kind approval

**Farm Superintendent
Secretary, FAC**