

# INDIAN INSTITUTE OF SPICES RESEARCH

## Chelavoor

### Proceedings of FAC 30.11.16

The FAC meeting was held at ATIC hall at 10.30 AM on 30.11.16. The meeting was chaired by Director, Dr. Nirmal Babu. The action taken report of the previous FAC meeting was presented and approved by the house. New agenda was presented, discussed and following decisions were taken during the meeting

S.N	Item	Decision	Person identified
1	Installation of 1.5 hp, submersible water pumps with accessories.	Submersible pump with said specification may be procured at the earliest.	AAO Stores, AFO & TO Farm
2	Strengthening the side wall of the newly constructed water harvesting structure at B block	Leakage may be rectified immediately	AAO stores, TO Farm
3	The leak proofing of Main Laboratory building area where no tress work	Wait for RE	AAO Works, SIC, ESTATE OFFICER, Dr. Hamza.
4	Plastering and flooring work of ginger & turmeric storage shed	Work may be completed at the earliest	AAO Stores, Dr. Kandianan & ESTATE OFFICER
5	Repair of drainage chanal by farm workers	Work may be completed at the earliest.	SIC,ESTATE OFFICER
6	Disposal of plastic items	Plastic item may be disposed by contacting appropriate person	SIC,ESTATE OFFICER,TO
7	Terracing the remaining portion of Garcinia plot near hostel	The work may be completed with existing laborers	SIC,ESTATE OFFICER
8	Hiring JCB( 20 Hrs) for collecting soil for potting mixture preparation for General farm and all other section	Approved. Kept pending due to shortage of funds.	SIC,ESTATE OFFICER

