

Dated: 28.01.14

INDIAN INSTITUTE OF SPICES RESEARCH

Experimental Farm, Peruvannamuzhi

Proceedings of FAC 27.01.2014

The FAC meeting was held in SJ conference hall at 10.30AM on 27.1.14. 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.

SL NO	ITEM	DECISIONS	PERSONS IDENTIFIED
1	Disposal of De topped Ailanthus branches in Agronomy.	A Committee has been constituted to execute the sales. The committee may execute the sales at the earliest.	To/FS/AAO
2	Erecting solar drier and repairing phisically damaged area of yard	Installation of solar drier work is in progress. The repairing of damaged portion of drying yard is being taken up by BPD with funds available. The work may be executed by FS.	To/FS/Dr.Sheeja
3	Clearing secondary weed growth in farm including cashew plot.	The work may be done by using the JCB	To/FS/AAO (Stores)
4	Drinking water supply to quarters	Work may be completed at the earliest.	FS/TO/AAO(W)
5	BPD Works – Renovation of old lab building	Work may be completed at the earliest.	FS/Dr.Sheeja/TO
6	Harvesting Ginger and turmeric 2013-14	The complete crop may be harvested with tractor.	T O/FS/AAO

7	Removing silt from trench where wheel type JCB cannot work.	Since the quoted rate for chain type JCB is very high, re quotation may be invited.	TO/FS/AAO
8	De topping of ailanthus in Germplasm plot (Plot C)	Permission of the Forest Department may be obtained and quotation to be invited.	TO/FS/Mrs.Radha /AAO
9	Draining out water from the trench/Pitching along the trench 500/9000 Meter /Electric fencing	Dr.Jayashree may visit the farm ,inspect the area and give the report.	TO/FS/AAO
10	Repair of damaged roof of old canteen building	Proposal may be submitted with detailed estimate after consulting with DR. Jayasree.	FS/TO/AAO
11	Modification of seed storage shed to reduce the inside temperature	Action may be taken up to install exhaust fans after providing electric connection or explore the possibility of solar powered exhaust fans. Trailing creepers on the roof top may be done. For the time being coconut leaves maybe spread on the roof to reduce temperature.	FS/TO
12	Purchase of Hume pipes	Inquiry may be made about the price availability etc and proposal may be submitted with detailed estimate.	FS/TO/AO
13	Shifting of Machineries from the old lab in to suitable area	Approved. Proposal may be submitted for providing shutters to the solarization sheds where the machineries are being shifted.	FS/TO/AO
14	Construction of toilet in Farm.	Dr.Jayashree may visit the farm and find a suitable location and proposal may be send accordingly.	Dr.Jayashree/FS/To
15	Engaging plumber for farm works.	May be engaged as and when required	FS/TO/AO

Farm Superintendent