



भा.कृ.अ.प.- भारतीय पशु चिकित्सा अनुसंधान संस्थान
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ICAR - INDIAN VETERINARY RESEARCH INSTITUTE
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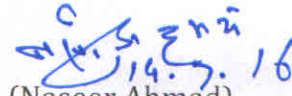
Dated 13th July, 2016

CIRCULAR

Inspite of the instruction issued from time to time it has been observed that some Scientist/Officer/officials of the Institute have unnecessarily been sending copies of their routine correspondence including e-mail to Director, IVRI. This encroach upon time and leads to improper use of resource.

All Scientist/Officer/officials of the Institute are therefore advised not to endorse copies of their routine correspondence including e-mail to Director, IVRI forthwith.

This issues with the approval of the Director, IVRI.


(Naseer Ahmad)
Asstt. Admn. Officer

Distribution:-

- 1- All Joint Director(S)/ Heads of Divisions/ SICs/ Officer-in-charges and Section Officers are requested to bring the contents of the circular in the notice of the Scientist, officer & Staff working under them in writing and obtain receipt of the circular.
- 2- The Incharge, ARIS Cell, IVRI, Izatnagar. It is requested that the same kindly be uploaded on the Institute's web-site.
- 3- Guard File.