

No. F. 39-8/2006-E.I

Date 11th May, 2016

OFFICE ORDER

In order to comply with the Secretary, ICAR orders for the implementation of the following ERP modules at IVRI:

1. Human Resource Management System (HRMS)
2. Pay Roll Management System
3. Asset Management System
4. Supply Chain Management System
5. Project Management System

The competent authority has decided to create an MIS-FMS Cell in the Institute which shall be responsible for the implementation of the aforesaid ERP modules within a time frame of three months besides maintenance, authorization, awareness, problem solving, password protection, liaisoning with different divisions/ sections and all other related activities of MIS-FMS including. The said MIS-FMS Cell will be under the overall control of the Head of Office; and Sh. Y. P. Singh, Scientist Sr. Scale, ARIS Cell/ ARIS Cell will provide all the backup support in terms of, monitoring the progress, net connectivity, computer facility and a link with IASRI team.

The FMS/ MIS cell would have the following members:

A. Full time members:

Sl. no.	Name	Responsibility
1.	Sh M. C. Sinha, AAO	Section In-charge with complete responsibility of the FMS/ MIS cell
2.	Sh Arun Verma, Assistant	Assistant with complete responsibility & secretarial work of the FMS/ MIS cell

B. Expert part-time members:

Sl. No.	Name	Responsibility
1.	Sh. K. N. Kandpal, Chief Technical Officers	To assist in all technical matters related to FMS-MIS work and the related modules
2.	Sh. Ashutosh Soni, Chief Technical Officers	
3.	Sh. Gaurav Deorani, Technical Officer	
4.	Sh. Upendra Kumar, Young Professional-II, ARIS	
5.	Sh. Aishwarya Bardhan, Young Professional-II, ARIS	

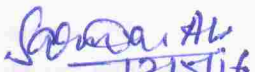
C. External members:

S.N.	Name	Data generation, data feeding, module implementation and maintenance
1.	Sh. Mohsin Ali, JAO, Budget Section Sh. Sushil Giri, Assistant, Contract Section Sh. Himanshu Agarwal, UDC, ARIS Cell	Finance/ Grants & Budgeting
2.	Sh. Sanjeeb Kumar, Assistant, Central Store Sh. Intkaab Alam, Assistant, Animal Nutrition Division Sh. Himanshu Agarwal, UDC, ARIS Cell	Supply Chain Management
3.	Sh. Sunny, Assistant, JDR Sh. Puneet, Assistant, University Sh. Himanshu Agarwal, UDC, ARIS Cell	Projects
4.	Sh. Manish Srivastava, Assistant, E-II Sh. Praveen Kumar Saxena, Assistant, E-I Smt Alka Rani, Asst, E.III	HRMS
5.	Sh. Y.C. Ramola, Assistant, OPR Ms Daljeet Kaur, Asst., C&B-I Sh. Hoshiyar Singh, UDC, C&B-II	Payroll & Pension

The part-time and external workers shall look after the work of MIS/ FMS in addition to their own duties without any extra remuneration. The transfer of Sh M C Sinha, AAO and Sh Arun Verma is hereby made to FMS- MIS Cell at camp office FMS-MIS at online exam centre with immediate effect. Ms. Meena Agarwal, Asstt. Adm. Officer shall look after the record section in addition to her present work.

All the above members of the FMS-MIS cell shall meet on every working Saturday at 11 am in the online exam hall to review the progress report in the implementation of the ERP modules and report to the director on fortnightly basis so as to ensure that all the modules are implemented within three months in mission-mode manner.

This issue with approval of the Director.


12/5/16
Asstt. Adm. Officer (E.I)

Distribution:

1. All the concerned through their In-charges,
2. The Head of Office/ Dr Yaspal Singh, Scientist, ARIS cell: for necessary action and for attending the meeting as scheduled above.
3. The National Professor/ the Joint Directors/ Heads/ National Fellow/ In-charges/ Comptroller/ Registrar/ SAOs/ F&AOs/ AAOs, IVRI, Izatnagar with the request to co-operate in MIS-FMS work and to utilize the services of the cell for all MIS-FMS related work.
4. Sh Arun Verma, Assistant, to co-ordinate the FMS/MIS work and arrange for the meetings at the scheduled dates, time and venue.
5. Ms. Meena Agarwal, Asstt. Adm. Officer, Audit section.
6. The In-charge, ARIS Cell, IVRI, Izatnagar for information and to upload the circular on the official website of the Institute.
7. PS to Director.