



No.F. 1-6/2019/U-II(e-office)

Date: 15<sup>th</sup> July 2020

## CIRCULAR

### **Sub: Implementation of e-Office at ICAR-IVRI, Izatnagar.**

In compliance to D.O. No. PS/ADG(ICT)/2020 dated 12<sup>th</sup> June, 2020 issued with approval of Secretary DARE and DG ICAR on the subject cited above it is directed that all the movement of physical files may be stopped completely as the training in this regard has already been imparted to the officials of Central office (Admin & Finance), University and Central purchase & Store section.

Further it is emphasized that any query in this regard may be directed to AO (Unit I) & Nodal officer (e-Office) at [neha.chaudhary@icar.gov.in](mailto:neha.chaudhary@icar.gov.in).

  
(Rakesh Kumar)

Copy to:

1. PS to Director for necessary information.
2. Nodal Officer (e-Office) to upload on e-Office Notice Board.
3. I/c ARIS cell with the request to kindly upload on institute website.
4. Guard file.