



# ICAR - CENTRAL INSTITUTE OF FISHERIES EDUCATION

(Deemed University)

(University under Sec. 3 of UGC Act),

Indian Council of Agricultural Research

Panch Marg, Off. Yari Road, Versova, Andheri (west), Mumbai 400 061

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F. No. 11(3)2021/Estt.

Dated 16<sup>th</sup> July, 2021

## Circular

In continuation of this office Circular of even number dated 2<sup>nd</sup> July, 2021 and Brihanmumbai Circular No. MGC/F/4629/ dated 05.06.2021. The Mumbai still remains in the Level 3 & hence the Institute will remain closed on every Saturday till 31<sup>st</sup> July, 2021 for proper sanitization of both campuses.

All the Scientific, Technical, Administrative officials at the level 11 and above (i.e. Rs.6600/- Grade Pay & above) are advised to attend the office on all the working days and the officials/ staff below level 11, are advised to attend office on alternate working days

The staff having separate cabins may attend the office regularly. The staff using the common place of sitting may attend office on alternate days and shall work from home on other day (off day). They should be available on the telephone and other electronic means of communication at all times.

All Head of Divisions, Section In-charges/ Unit/ Cells of CIFE Hqrs may maintain Physical attendance registers until further orders.

This is issued with the approval of the Director.

Sr. Administrative Officer (I/C)

### Distribution:

1. Director Cell/ Joint Director Cell.
2. All Head of Division, Section In-Charges/ Units/ Cells.
3. Dr. A. K. Jaiswar, Principal Scientist/ Vigilance Officer, ICAR – CIFE, Mumbai.
4. Officer Incharges of Regional Centres of CIFE.
5. CFAO/ All AAOs/AFAO
6. [Staff.hq@cife.edu.in](mailto:Staff.hq@cife.edu.in)
7. [webmaster@cife.edu.in](mailto:webmaster@cife.edu.in)
8. Secretary, IJSC.