

ICAR-CENTRAL TOBACCO RESEARCH INSTITUTE
RAJAHMUNDRY-533 105 (A.P.)

No.F.1(Nominations)/2018-19-Adm.I

Date : 20.03.2019.

OFFICE ORDER

As per the instructions issued from the Council vide letter F.No.GAC-24-4/2018-CDN, dated 4th July, 2018, the Director, ICAR-Central Tobacco Research Institute, Rajahmundry is pleased to nominate Dr. (Mrs.) J. Poorna Bindu, Scientist (Soil Science) of this Institute as **GRIEVANCE REDRESSAL OFFICER** to implement Equal Opportunity Policy detailing measures proposed to be taken as per letter No.16-3/CCD/2018/R-8553, dated 10th May, 2018 received from Dr. Kamlesh Kumar Pandey, Chief Commissioner, Office of the Chief Commissioner for Persons with Disabilities (Divyangan), Department of Empowerment of Persons with Disabilities (Divyangan), Ministry of Social Justice and Empowerment. Govt. of India, in addition to her normal duties without any extra remuneration. A copy of the same is enclosed herewith for further guidance and follow up action,

Further, the **GRIEVANCE REDRESSAL OFFICER (GRO)** shall maintain a register of complaints in the manner as may be prescribed by the Central Government and every such complaint shall be inquired within two weeks of its registration.

This office order will be in force with immediate effect, until further orders.

For any clarification/guidance while discharging the duties of GRO, may refer the office website www.ccd disabilities.nic.in



(B. SWARNA KUMARI)
SR. ADMINISTRATIVE OFFICER

Encl: as above

To
Dr. (Mrs.) J. Poorna Bindu,
Scientist (Soil Science),
Thro' Head,
Division of Crop Chemistry & Soil Science,
ICAR-CTRI, Rajahmundry.

✓ Copy to the Officer-in-Charge, AKM Unit, ICAR-CTRI, Rajahmundry for up-loading the above office order in ICAR-CTRI website for wide publicity.

The Head, Division of Crop Chemistry & Soil Science, ICAR-CTRI, Rajahmundry for infn.

Copy to Sri Ajai Verma, Under Secretary (GAC), ICAR, Krishi Bhavan, New Delhi with reference to Council's letter F.No. GAC-24-4/2018-CDN, dated 5th March, 2019 for kind information.

Copy to Sri Vincent T., Section Officer (CDN), ICAR, Krishi Bhavan, New Delhi for kind information.

Copy to Vigilance Officer/AAO (E) (Guard File)/Adm.I (P. File)/Notice Board/Library.