

| Sr. No. | Section Name | Related Work |
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| 1 | Adm. I | All administrative work |
| 2 | Adm. II | Bill / Accounts work |
| 3 | Accounts | <ul style="list-style-type: none"> • Pension disbursement • Pay & Contingency release. • Annual & Monthly a/c • Utilization of Funds |
| 4 | PME | Phinolization, Monitoring and evaluation of research projects |
| 5 | Store & Purchase | Purchasing |
| 6 | Estate | <ul style="list-style-type: none"> • Repairing % Civil Work • Electricity Instrument |
| 7 | AKMU | Internet connectivity to all Divisions & Sections. Wired Local Area Network (LAN) Wireless Local Area Network |