



भा. कृ. अनु. प. – केंद्रीय भेड़ एवं ऊन अनुसंधान संस्थान
ICAR - Central Sheep and Wool Research Institute

Avikanagar, Malpura, Rajasthan - 304501
Tel. Nos. +91-1437-220162 / 220 164 FAX: +91-1437-220163
Email: director.cswri@icar.gov.in, cao.cswri@icar.gov.in Web site: www.cswri.res.in

By E-mail / Hand



F.No.6(127)Adm.I/Intra-Trans./2024 (Computer No. 316710)/434 Dated: 1st November, 2024

OFFICE ORDER

The Director, ICAR - CSWRI, Avikanagar has been pleased to make following rotational transfer / re - shuffling of portfolios for the officials posted in following constituent units / sections of ICAR – CSWRI (HQ):

Sl. No.	Name and Designation of the Officer	Name of the Section / Unit presently working	Name of the Section / Unit where transferred to	Remarks
1.	Sh. K. B. Bairwa, AO	Store Section	Purchase Section	-
2.	Sh. Sanjay Sharma, AAO	Purchase Section	Store Section	-
3.	Sh. Mahendra Kumar Sharma, AAO	Admn-I	Admn-II	@
4.	Sh. O. P. Bahure, Assistant	Finance & Account Section	Admn-III / DDO Section	-
5.	Sh. Roop Singh, Assistant	Admn-III / DDO Section	Finance & Account Section	-

@ Even after his transfer from Admn-I section to Admn-II section, **Sh. Mahendra Kumar Sharma, AAO will continue to attend all other additional duties which have presently been assigned to him in addition to his routine duties in Admn-I section.** The routine duties of Admn-I section which are presently being attended by Sh. Mahendra Kumar Sharma now will be assigned to Ms Komal, Assistant (DR) except the duties / work related to Merit Assessment of scientific staff of the institute. Shri Sharma will continue to attending duties / work related to Merit Assessment of scientific staff of the institute in addition to his revised routine duties.

Above transfer will be effective from immediate effect. The concern In-charges of Section, wherever applicable, are requested to relieve the above administrative personnel working under them at the earliest possible to enable the officials to join his duties at the respective new place of posting and send the compliance report expeditiously.

If anything like; files, folders, equipment, goods, etc. belonging to the present Section is in physical possession of the official, he may handover the same to the official as nominated by the I/C of the concerning Section for the purpose before leaving the said Section for joining the duty at respective new place of posting. The Officials who are presently In-charge of the unit / section from which he has been transferred will handover respective charges to senior most dealing hand of the section and will move to join the responsibility in the section where he has been transferred.

No extra remuneration will be paid to above nominated link officers to perform the above additional duties & responsibilities.

This is issued with the approval of the Competent Authority, ICAR-CSWRI.

(I. B. Kumar)

Chief Administrative Officer

Distribution: -

1. All the concerned officers through in-charge(s).
2. All Head of Divisions/Section In-charges at Main Institute.
3. Regional Stations i.e. ARC, Bikaner / NTRS, Garsa / SRRRC, Mannavanur.
4. Personal file of individuals.
5. Director / CAO / CF&AO CSWRI for information.
6. I/c, AKMU for uploading on Institute website.
7. PS to the Director for information.
8. Guard file.