

ICAR - CENTRAL INSTITUTE FOR RESEARCH ON COTTON TECHNOLOGY  
(INDIAN COUNCIL OF AGRICULTURAL RESEARCH)  
ADENWALA ROAD, MATUNGA, MUMBAI - 400 019.

File No.1/91/Admin.I/SBM/2014

Date: 20/09/2022

**OFFICE ORDER NO: 148**

The Director, ICAR-CIRCOT, Mumbai is pleased to nominate following two Officers as a Nodal Officer for Special Campaign for Swachhata of this Institute.

1) Shri. Sunil Kumar, Chief Administrative Officer, has been nominated for following parameters under the Special Campaign for Swachhata.

- Number of pending References from MP's
- Pending references from the State Government.
- Pending Inter-Ministerial References (Cabinet Note)
- Parliamentary Assurances pending more than 3 months
- Pending PMO references
- Number of rules/Processes identified for simplification
- Pending public grievances and Appeals (CPGRAMS as well as grievances received from other sources)
- Record Management
- Scrap Disposal

2) Dr. A.S.M.Raja, Principal Scientist & Head I/c QEID, has been nominated for following parameters under the Special Campaign for Swachhata.

- Identification of Cleanliness Campaign sites
- Space management planning

This is issued with the approval of Competent Authority.

  
(Sujatha Koshy)  
Administrative Officer

**Copy to:**

1. Shri. Sunil Kumar, Chief Administrative Officer, ICAR-CIRCOT, Mumbai.
2. Dr. A.S.M.Raja, Principal Scientist & Head I/c QEID, ICAR-CIRCOT, Mumbai.
3. All Heads of Division and In-charges of Sections.
4. Audit & Accounts Section.
5. Service Book & Personal file of above nominated officers
6. PS to Director
7. Notice Boards
8. All regional station of CIRCOT at Nagpur, Coimbatore, Sirsa, Guntur, Surat & Dharwad.
9. AKMU Please to upload this office order on website of ICAR-CIRCOT.
10. Guard file