



ISO 9001:2008 Certified

केन्द्रीय तसर अनुसंधान एवं प्रशिक्षण संस्थान
Central Tasar Research & Training Institute
(केन्द्रीय रेशम बोर्ड, वस्त्र मंत्रालय, भारत सरकार)
(Central Silk Board, Ministry of Textiles, Govt. of India)
पिस्का-नगड़ी, राँची - 835 303 (झारखण्ड)
Piska-Nagri, Ranchi - 835303 (Jharkhand)
Website: www.ctrtiranchi.co.in

Phone: 0651-2775815, 2775628, 2775035; Fax: 0651-2775629; Email: ctrticsb@gmail.com, ctrtran.csb@nic.in

No. CTR&TI/Estt./Office Order/2020-21/ 144-54

Date: 04th May, 2020

OFFICE ORDER

4 MAY 2020

- Sub: Consolidated Revised Guidelines on the measures to be taken by Ministries / Departments of Government of India, State/UT Governments and State/UT authorities for containment of COVID-19 in the country - reg.
- Ref: 1. Ministry of Home Affairs, GOI Order No. 40-3/2020-DM-I(A) dated 1st May, 2020.
2. C.O. Office Order No. CSB-63(1)/2020-ES.I dated 02.05.2020

All the Officers in-charge of delegated and non-delegated units of this Institute are hereby advised to download the Central Office, Office Order No. CSB-63(1)/2020-ES.I dated 02.05.2020 alongwith its enclosures from Cenral Office, Bangalore website and implement the same accordingly.

04.05.2020
Director I/c.

To,

All the Officers-in-charge of:

1. RSRS: Jagdalpur, Warangal, Bhandara, Dumka, Baripada, Bhimtal.
2. REC: Palampur, Champa, Kapistha.
3. P\$ TBS: Chakardharpur.
4. RMB: Chaibasa.
5. The Assistant Director (Computer) for display in CTR&TI, Ranchi website.

21/5/20



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With reference to the subject cited above it is to inform that the Central Office, Bangalore as well as Ministry of Home Affairs vide order cited above has directed that "All Government offices shall function with officers of the level of Deputy Secretary and above (i.e. Scientist-D and above of this Institute) to the extent of 100% strength. The remaining staff will attend upto 33% as per requirement. Accordingly all Scientist-D of this Institute shall attend their duty from 04.05.2020 to 17.04.2020 subject to fulfill the guidelines of Ministry of Home Affairs, as indicated in the order dated 1st May, 2020 (Copy enclosed). The details of remaining officers / staff who shall attend the office from 04.05.2020 to 17.05.2020 are given hereunder :-

Office Attendance from 04th May, 2020 to 16th May, 2020

SN	Employ No.	Name	Designation	Remarks
1	5606	Shri Debasis Chattopadhyay	Scientist-C	4,6,11, and 15.05.2020
2	5811	Shri M.M.Baig	Scientist-C	5,12,14, and 16.05.2020
3	5785	Dr. Jitendra Singh	Scientist-C	4,6,11, and 15.05.2020
4	5679	Shri Harendra Yadav	Scientist-B	5,12,14, and 16.05.2020
5	5786	Dr. I.G.Prabhu	Scientist-C	4,6,11, and 15.05.2020
6	5822	Dr. Manjappa	Scientist-B	5,12, and 16.05.2020
7	5987	Dr. H. Gadad	Scientist-B	5,12, and 16.05.2020
8	3380	Shri Bishwajit Halder	Assistant Director(A&A)	11,13, and 15.05.2020
9	1979	Shri Pramod Kumar	Assistant Director(A&A)	6,13.5.2020
10	5228	Shri K.K.Badola	Assistant Director(O/L)	6,13.5.2020
11	5622	Shri P.K.Mahapatra	Assistant Director(Com)	7,13,16.5.2020
12	2947	Shri Basant Prasad	Tech. Assistant	4,,8,11 and 15.05.2020
13	3510	Shri Md. Shish.	Superintendent (A)	4,5,6, & 8 th May 2020
14	3353	Sri Sarvesh Kr. Singh	Superintendent (A)	5,11,14.5.2020
15	3135	Shri S.K.Dubey	Superintendent (A)	11,13, and 15.05.2020
16	5202	Shri Khemraj Nishad	Superintendent (A)	12, and 16.05.2020
17	5626	Shri A.K.Saini	Computer Programmer	12,14.5.2020
18	3569	Shri Patras Lomga	Asstt. Supdt. (A)	5, & 8 th May 2020
19	4124	Shri Suhail Akhtar	Asstt. Supdt.(A)	14, 16.5.2020
20	4607	Shri Sambhu Munda	Assistant Suptdt.	Daily
21	2958	Shri Omkar Pandey	Technical Assistant	5,12,, and 16.05.2020
22	1232	Shri Parimal Ram	Technical Assistant	5,8,11,13, and 16.5.2020
23	3448	Shri Rajan Kumar	Technical Assistant	6,8 and 13.05.2020
24	4494	Shri Emanuel Kindo	Technical Assistant	6,8 and 13.05.2020
25	3447	Shri Matious Xalxo	Technical Assistant	6,8 and 11.05.2020
26	4606	Shri Madhusudan Kumar	Stenographer	Daily
27	5149	Shri Manoj Gupta	U.D.C.	4,5,6, & 8 th May 2020

28	5362	Shri Jitwahan Gope	U.D.C.	12,14 and 16.05.2020
29	3392	Md. Mansur Alam	Asstt. Supdt.(Admn)	11,13, and 15.05.2020
30	5469	Smt. Sindhu Kr. Devi	U.D.C.	5,8,12 and 15.05.2020
31	5519	Shri A.K.Tiwary	U.D.C.	4,5,6, & 8 th May 2020
32	5209	Shri Ravi Ranjan	U.D.C.	11,13 and 15.05.2020
33	5899	Shri Babusona Mandal	Field Assistant	Daily
34	4571	Shri Inder Ram Mahto	Technical Assistant	5,12 ,and 16.05.2020
35	3464	Md. Enamullah Ansari	Technical Assistant	4,6,8,11,13 and 15.05.2020
36	4188	Shri B.D.Mahto	Technical Assistant	5,12,14,and 16.05.2020
37	3560	Shri Binod Sah	Asstt. Technician	4,8, and 15.05.2020
38	2206	Ladho Oraon	Assistant Technician	Daily
39	2209	Shri Sagar Thakur	Assistant Technician	Daily
40	4611	Shri Prem Tanti,	Assistant Technician	Daily
41	4064	Shri A.K.Nag	Staff Car Driver	Daily
42	2248	Shri N.K.Das	Staff Car Driver	Daily
43	2353	Shri Mahabir Gope	MTS	6,11,15.5.2020
44	2354	Shri Piter Tirkeyp	MTS	Daily
45	2625	Shri Birchand Oraon	MTS	Daily
46	3129	Shri Dinanath Mahali	MTS	Daily
47	3329	Shri Yogendra Mishra	MTS	Daily
48	4057	Shri Ram Gopal Sahu	MTS	Daily
49	5404	Shri Bal mukund Nayak	MTS	Daily
50	5525	Smt. Koshalya Devi	MTS	6,11,14 and 16.05.2020

The officers & staff who are not included in the above Duty Roster shall work from home and be available on mobile/telephone/electronic means and if required report for duty in exigencies except in cases of 'Quarantine' or areas in 'Containment Zones'.

The above office order is being issued for strict compliance.


04.05.2020
Director I/c.

To,
All Officers and Staff (website upload)/Notice Board