

# KERALA UNIVERSITY OF FISHERIES AND OCEAN STUDIES

## Proceedings

KUFOS, Panangad -KUFOS Guest House - Appointment of Officer in Charge, Care Taker and the Officer in charge of Maintenance and Cleaning - Entrusted with additional charge to Dr. M.P.Prabhakaran, Assistant Professor , Sri. K.J. Jose, Duplicating Machine Operator and Smt. Bindhumol Abraham, Farm Manager - Orders issued

### GENERAL ADMINISTRATION

No.GA1/9579/2019

Panangad, Dated.

21.11.2019

Read : 1. This office order No.GA4/2657/2019 dtd.15.07.2019  
2. Note to Registrar dtd.14.11.2019 of Hon'ble Vice Chancellor

### ORDER

As per reference 1<sup>st</sup> cited, the rates for the Room Rent of the Guest House have already been fixed. As per the read 2<sup>nd</sup> above, the Hon'ble Vice Chancellor has ordered to give additional charges to the following employees in order to ensure the effective utilization and the functioning of the University Guest House.

In the circumstances stated above, the following employees of the University are entrusted with the additional charge related to the University Guest House as noted against their name. Detailed orders regarding their duties & responsibilities will be issued separately

Sl. No.	Name & Designation	Additional charge without affecting their normal duties
1	Dr. M.P.Prabhakaran , Assistant Professor	Officer in charge
2	Sri. K.J. Jose, duplicating Machine Operator	Care taker
3	Smt. Bindhumol Abraham, Farm Manager	Maintenance and Cleaning Supervision

They will be eligible for the Additional Charge allowance if any as per the approved rate.

(By the order of Hon'ble Vice Chancellor)

**REGISTRAR i/c**

To

Sri Dr. M.P.Prabhakaran , Assistant Professor/ Sri. K.J. Jose, Duplicating Machine Operator/  
Smt. Bindhumol  
Abraham, Farm Manager





Copy to : PS to Vice Chancellor /PA to Registrar / Finance Officer/University Engineer  
Dean,F/All Directors /CCDC/DR/DE/ GA3 seat/SO (Estt)  
All Deputy Registrars/Assistant Registrars/Fin (1) section/Spare

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Approved by Registrar on 21/11/2019 10:57:38

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KUFOS HQRS,Panangad, Ernakulam