



केन्द्रीय समुद्री मात्स्यिकी अनुसंधान संस्थान  
(भारतीय कृषि अनुसंधान परिषद)  
[कृषि अनुसंधान एवं शिक्षा विभाग, कृषि मंत्रालय, भारत सरकार]

**Central Marine Fisheries Research Institute**  
(Indian Council of Agricultural Research)

[Department of Agricultural Research and Education, Ministry of Agriculture, Govt. of India]  
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F. No. 6-3/2012-Estt.

Dated: 26.05.2014

To

The Members (Official & Staff Side),  
Institute Joint Staff Council of CMFRI.

Sub: Proceedings of the Fifth meeting of the 12<sup>th</sup> IJSC of CMFRI –reg.

Sir/Madam,

The proceedings of the Fifth meeting of the 12<sup>th</sup> Institute Joint Staff Council of CMFRI held on 09.05.2014 at CMFRI Hqrs., Cochin has been uploaded in the CMFRI Intranet for information and guidance.

Yours faithfully,

(V. MOHANAN)

ADMINISTRATIVE OFFICER &  
SECRETARY (OFFICIAL SIDE), IJSC

Copy to: -

1. All HODs/SICs, CMFRI, Kochi.
2. All SICs, Regional/Research Centres/KVK of CMFRI.
3. All Sections, CMFRI, Kochi. - Necessary action taken report on the matters discussed in the meeting may please be furnished at the earliest.
4. PS to Director, CMFRI, Kochi.
5. The SIC, AKMU, CMFRI, Kochi – for uploading in the Intranet.

**PROCEEDINGS OF THE FIFTH MEETING OF THE 12<sup>th</sup> IJSC OF CMFRI HELD  
AT CMFRI HEAD QUARTERS, COCHIN ON 09.05.2014**

The meeting started at 3.00 P.M. Dr. A. Gopalakrishnan, Director, CMFRI & Chairman, IJSC chaired the meeting.

The following Members attended the meeting:-

**From Official Side:-**

1. Dr. (Smt.) V. Kripa, Principal Scientist & Head, FEMD, CMFRI, Cochin.
2. Shri A.V. Joseph, Chief Finance & Accounts Officer, CMFRI, Cochin.
3. Shri V. Edwin Joseph, Assistant Chief Technical Officer (Library), CMFRI, Cochin.
4. Shri V. Mohanan, Administrative Officer & Secretary (Official Side), CMFRI, Cochin.

**From Staff Side:-**

1. Shri K. P. John, UDC & Secretary (Staff Side), CMFRI, Cochin.
2. Shri P.R. Abhilash, Senior Technician (Exhibition Assistant), CMFRI, Cochin.
3. Shri P. Jaiganesh, Senior Technical Assistant, Madras Research Centre of CMFRI, Chennai.
4. Shri K.M. Venugopalan, Technical Officer, CMFRI, Cochin.
5. Shri Joseph Mathew, Upper Division Clerk, CMFRI, Cochin.
6. Shri T.P. Renil Kumar, Skilled Support Staff, Karwar Research Centre of CMFRI, Karwar.
7. Shri K.G. Jayaprasad, Skilled Support Staff, CMFRI, Cochin.

Smt. Christina Joseph, AAO, Smt. Meera K.N., AAO, Shri P.V. Devassy, AAO, Smt. V.K. Sobha, AAO, Smt. Ponnamma Radhakrishnan, AAO, Shri P. Krishnakumaran, AFAO and Shri Thomas Joy, AFAO also attended the meeting as co-opted members.

After the welcome speech and introductory remarks of the Chairman, Shri V. Mohanan, Administrative Officer & Secretary (Official Side) presented the action taken report on the Agenda Items of the Fourth meeting of the 12<sup>th</sup> IJSC held at CMFRI Hqrs. on 16.11.2013 as indicated below:-

Sl. No.	Subject	Reply
1.	Issue of Briefcase/Hand bags to Assistant/PA, as per ICAR order No.2(4)/2012-Genl.Admn(Pt.). On the basis of this order staff members received the benefit irrespective of retirement time.	A letter has been issued to CIFT, Cochin to ascertain whether the briefcase/hand bag has been issued to Assistants/PA of CIFT. <b>The Chairman suggested to send a reminder to CIFT.</b>  <b>(Action: AAO, Purchase Section)</b>
2.	Recognition of hospital for reimbursement for ICAR employees and pensioners - following 2 hospitals may be approved. 1. Holy Cross Multi Specialty Hospital, Kottiyam. 2. Benziger Hospital, Kollam.	It is ascertained with the CPCRI, Kayankulam that the above mentioned hospitals are not recognized by the Council for reimbursement of medical claims.

3.	Arrangements may be made for providing sufficient lights in the staircases.	Action has been taken for replacement of existing fluorescent tube lights by power saving LED lights in Hqrs. building staircases. The work will be finished before 31 <sup>st</sup> May 2014.
4.	The auto sensor provided in the toilets are not functioning properly, arrangements may be made to repair the same.	A letter has been sent to the Chief Engineer, CPWD, Thiruvananthapuram for rectifying these problems at the earliest.
5.	Water purifier may be provided in the hatchery and ground floor entrance. The damaged water purifier may be removed from all floors.	New water purifier will be installed as soon as the indent is received from the concerned.  <b>The Chairman suggested to replace the water purifier from ground floor to a common place.</b> <b>(Action: Caretaker, CMFRI Hqrs.)</b>
6.	Action may be taken to issue a copy of yearly assessment reports to concerned technical staff as has been done in CIFT and other ICAR Institutes after the assessment committee proceedings are over.	Copy of APAR for the year 2013-14 will be issued to all concerned after completion of the APAR.
7.	A health club is to be provided in the headquarters at CMFRI, Kochi and one at Residential quarters, Thevara.	This matter is pending due to lack of sufficient space at Hqrs. and Residential Complex.  <b>This can be looked into after completion of the construction of 7<sup>th</sup> floor.</b>
8.	Issue of salary certificate for standing surety for KSFE Chitties.	On receiving request from the employees, salary certificates are being issued with the approval of the Competent Authority without indicating financial liability on the part of CMFRI.
9.	Intercom facility at Mandapam Regional Centre of CMFRI	An EPABX system consisting of 100 lines which can be expandable upto 200 lines has already been commissioned and all the sections of the Regional Centre including the quarters, the new Administrative cum Lab Block and International Trainees' Hostel are connected. The System is functioning well.
10.	Reconstitution of Sports Committee of CMFRI	An Office Order regarding the reconstitution of Sports Committee of CMFRI has been issued vide O.O. No. 12(1)/2014-Estt. dated 03.01.2014.  <b>The Chairman suggested to convene a meeting of the Sports Committee at the earliest.</b>  <b>(Action: Chairman, Sports Committee of CMFRI)</b>

11.	Issue of bag to new IJSC Member	Based on the approval accorded from the Director, CMFRI suitcase worth ₹2,000/- has already been provided to 7 IJSC members during 2013-14.
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The Staff Side Members expressed their satisfaction on the action taken on the above Agenda items.

**Item IV: New Agenda Items proposed in the Fifth meeting of the 12<sup>th</sup> IJSC:-**

Sl. No.	Subjects	Replies
1.	As per the rules IJSC meeting should be conducted on every three months, so kindly take necessary action for conducting IJSC meetings in every three months. Strictly follow the rules and regulations for conducting the meeting.	The IJSC meetings are being conducted at regular intervals as per rules.
2.	Take immediate action for providing chappals for Skilled Support Staff in CMFRI, it has already late.	Necessary Circular has already been issued. The Chairman pointed out that nobody is wearing uniforms which is against rules.
3.	Kindly permit the IJSC members to visit different centres of CMFRI for the welfare measures of the staff members.	The Chairman agreed that the Secretary (Staff Side) or his nominee can visit the Regional/Research Centres of CMFRI after obtaining prior permission.
4.	The action taken in the meeting may kindly be informed to Secretary (Staff Side) of IJSC as early as possible after each meeting	The proceedings of the meeting is circulated to all concerned within one month from the date of the meeting. The Proceedings is uploaded in the CMFRI Intranet also.
5.	Kindly provide a vehicle shed for CMFRI Residential Quarters –Type-II at Thevara.	Can be considered if sufficient funds are available for the purpose.
6.	Follow up action to get Bus stop near CMFRI Hqrs.	The KSRTC has not agreed to our request. The Chairman suggested to send a reminder. (Action: AAO, Coordination Section)

**Item V: The following points were also discussed in the meeting:-**

- 1. Cleaning of ATM counter at CMFRI Hqrs.**  
The Chairman expressed his concern about the large quantity of waste papers accumulated in the ATM counter and directed to make arrangement to clean the ATM counter on regular intervals. (Action: Caretaker, CMFRI Hqrs.)
- 2. A link for IJSC in CMFRI website**  
The Chairman agreed for providing space for uploading IJSC/CJSC Proceedings in the Intranet of CMFRI Website. (Action: The SIC, AKMU, CMFRI, Kochi)

**3. Arrangement for conducting IJSC meetings at Regional/Research Centres of CMFRI.**

The Chairman agreed to conduct IJSC meetings at Regional/Research Centres after considering the availability of the Chairman/Members and also the availability of fund under TA.

At the end of the meeting, the Secretary (Staff Side) thanked the Chairman for his valuable advices/suggestions and proposed vote of thanks to the Members of the IJSC as well as the co-opted members attended the meeting.

The meeting ended at 04.15 P.M.



(V. MOHANAN)

ADMINISTRATIVE OFFICER &  
SECRETARY (OFFICIAL SIDE), IJSC