



भा.कृ.अ.प - गन्ना प्रजनन संस्थान  
ICAR - SUGARCANE BREEDING INSTITUTE  
कोयंबतूर/COIMBATORE – 641007



F.No:18-29/2024-Estt

Dated: 04.09.2024

### NOTIFICATION

#### ICAR-SUGARCANE BREEDING INSTITUTE FOUNDATION DAY-2024

ICAR-SBI Foundation Day is to be celebrated on 25<sup>th</sup> October 2024. On the occasion of foundation day it has been decided to provide Certificate of Appreciation to each category of staff as per the details as shown below:

1	Categories	5
2	Certificate Of Appreciation will be classified into following aspects	i)Principal Scientist
		ii)Scientist, Scientist (Senior Scale) & Senior Scientist
		iii) Technical Staff
		iv) Administrative Staff
		v) Skilled Support Staff

#### Eligibility Conditions for applying:

1. The applicant should be free from vigilance and or not have received any adversary memo or note from Reporting/Reviewing Officer.
2. The incumbents occupying the following positions (both selected and in-charge) are not eligible.
  - a) Director
  - b) Heads of Scientific Divisions, Sections and Regional/Research Centres (Karnal, Kannur & Agali)
  - c) Head of Office/ Administrative Officer
  - d) Sr.Finance & Accounts Officer
  - e) Once the staff is awarded, He/She is not eligible for applying in the same category of award for the next ten years.
  - f) Screening and Selection of the awardee will be done through the committee constituted by the Director.
  - g) The applicant needs to be ICAR-SBI staff and completed five years of continuous service in the Institute. The closing day of the last date for submission of the application. i.e on or before 20.09.2024 at 5.30 PM.

**Note:-** In case of supporting staff it is either through application by the individual staff or through nomination.Nominating officers are Division/Section Heads, Scientists, Senior Scientists, Principal Scientists working in the Division/Chief Technical Officers. SAO and Director shall not nominate any supporting staff for the Certificate of Appreciation.

Applications for the Certificate of Appreciation will be uploaded in the Institute website under Circulars-staff section & also be obtained from the Establishment Section. The applicant's are requested to submit one copy of filled in application along with soft copy to the undersigned on or before due date.

*P. Gowindaraj*  
5/1/24  
(P.GOWINDARAJ)  
Director

Distribution:

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| <ol style="list-style-type: none"><li>1. All HD's/HS's, ICAR-SBI, Coimbatore</li><li>2. ICAR-SBI, Regional/Research Centres, Karnal/Kannur/Agali</li><li>3. The Sr.Finance &amp; Accounts Officer, ICAR-SBI, Coimbatore-7</li><li>4. The Administrative Officer, ICAR-SBI, Coimbatore-7</li><li>5. Vigilance Officer, ICAR-SBI, Coimbatore.</li></ol> | The contents of the above notification may be circulated among all officers / staff working under them |
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