



ICAR-NATIONAL BUREAU OF SOIL SURVEY & LAND USE PLANNING

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CIRCULAR

In continuation to this office circular dt. 30.10.2016, and with reference to IASRI Letter no. ICAR-ERP/IASRI/11 dated 2nd September 2016 regarding implementation of Uniform Leave System in ICAR, it is brought to the notice of all that henceforth all kind of leave, tour programme, indent for store shall must be entered through ERP system (<http://icarerp.iasri.res.in>).

Hence, I hereby requested to all the staff members to send the above said proposals through the ERP System w.e.f. 12.12.2016 and any problem face to do so, you may concern the Concerned Reporting Officer. Further no more manual proposals regarding leave, tour and indent shall be accepted after these date.

This is for compliance and necessary action by all the concerned and is issued with approval of Competent Authority.


26/11/16

(ANSHUL GUPTA)
ADMINISTRATIVE OFFICER

Distribution for information and necessary action to :

1. The Head, Division of Soil Resource Studies / Land Use Planning / Remote & Application.
2. The Head, Regional Centre, New Delhi/Jorhat/Udaipur/Kolkata/Banglore
3. The Chief Administrative Officer/ Asstt. Administrative Officer/Administrative Officer, NBSS&LUP, Nagpur
4. The Senior Finance & Accounts Officer NBSS&LUP, Nagpur.
5. Incharge of PME Cell / ARIS / Library & Documentation Unit/ Sales & Publication Unit , Administrative Section /Central Stores /Hindi Cell /DDO HQrs, Nagpur.
6. PS to Director, Nagpur
7. Dr. A.P. Nagar, ACTO & Nodal Officer, NBSS&LUP, Nagpur for information & necessary action for the above.
8. Bureau's website/Notice Board