



**ICAR - CENTRAL INSTITUTE OF FISHERIES EDUCATION**

(Deemed University) (University under Sec. 3 of UGC Act),

Indian Council of Agricultural Research

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**CIRCULAR**

It has been observed that indents for vehicles required for transportation of fish seed are often received at the last moment, causing difficulties in arranging vehicles, particularly for long-distance travel.

In order to ensure smooth logistical arrangements and optimal utilization of resources, all concerned officials are hereby requested to submit vehicle indents at least 15 days in advance. Hence the vehicle bill be clubbed together once in 15 days of every month i.e. 15<sup>th</sup> and 30<sup>th</sup> of every month. This will facilitate clubbing of similar indents and result in better planning and monetary savings. Also the purpose of the official tour must be clearly mentioned in Indent form.

All concerned are requested to adhere strictly to the above instructions.

This issues with the approval of the Director, ICAR-CIFE, Mumbai.

  
(Satyendra Kumar)  
OIC-Vehicle

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