



ICAR- CENTRAL INSTITUTE OF FISHERIES EDUCATION

(Deemed University)

Panch Marg, Off Yari Road, Versova,

Andheri (West), Mumbai-400061

F. No. 11(1)2026/Estt./

Dated 24th April, 2026

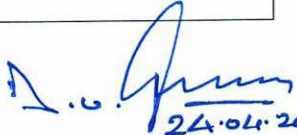
Office Order

In order to ensure smooth and efficient functioning of administrative work of the Institute, the duties between the following Senior Administrative Officers is allocated as under with immediate effect until further orders:

Sr. No.	Name of the Officials	Duties Assigned
1	Shri Satyendra Kumar Sr. Administrative Officer	Purchase and Procurement matters including GeM related work
		Store and Inventory Management
		Vehicle Incharge } overall supervision of Security Incharge } Vehicle & security
		Legal Matters
		Job Contract Cell
		Incharge Works
		Any other administrative work assigned from time to time
		2
Recruitment, Appointment, Promotion and service matters of staff		
APAR / Vigilance / disciplinary matters		
CPIO - RTI matters relating to Administration		
General administration and coordination with other sections		
Estate and Maintenance		
Incharge DDO		
Any other administrative work assigned from time to time		

This supercedes the earlier office orders in this regards.

This issues with the approval of the Director.


24.04.2026
(Devendra V. Raorane)
Asstt. Admn. Officer (Estt)

Distribution:

1. Shri Satyendra Kumar, Sr. Administrative Officer
2. Shri Ashish Chobey, Sr. Administrative Officer
3. Director Cell & Joint Director Cell
4. All HoDs / HoRC / OICs Regional Centres
5. Joint Director (Admn) / Vigilance Officer
6. CF&AO /Joint Director (OL) / Law Officer / PS to JD(A)
7. PPS/SAO/SFAO/All AAOs/AF&AO
8. Secretary, IJSC
9. webmaster@cife.edu.in
10. Guard file