



University of Agricultural Sciences
AICRP (Nematodes), Dept. of Plant Pathology
Agricultural College, GKVK, Bangalore 560065

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Dr. N. G. Ravichandra
Nematologist & Scheme Head

Date: 23.05.2019

To,

Administrative Officer

University of Agricultural Sciences,
GKVK, Bangalore 560 065

Sir,

Sub: Providing information on work chart of Teaching and Non- Teaching staff
for RTI in the format 4(1)(J) & 4(1)(C), during 2018-
G-ÉèÃR: ,ÀASÉâ: ,ÀA.ª/¹.±Á/J-165/2019-20; ¢ÉÁAPÀ:30.04.2019

With reference to the subject cited above, the information on work chart of Teaching and Non-Teaching staff for RTI in the prescribed format is given below

Sl.No.	Name of the Scientist	Designation	Subject
1	Dr. N.G. Ravichandra	Professor and Scheme Head	Research work in the Scheme, Field visits, Recording the data, Farmers training, Survey for nematodes and preparation of maps, Integrated nematode management, Teaching for PG & PhD students, radio talk, Publication of Nematode management folders & other extension works, Management of Scheme budget.
2	Dr. T.R. Kavitha	Assistant Nematologist	Research work in the Scheme, Field visits, Recording the data, Farmers training, Survey for nematodes and preparation of maps, Integrated nematode management, Teaching for UG & PG students, Publication of Nematode management folders & other extension works, Management of Scheme budget.

RTI 2005 PÀ®A 4(1)(©)

Sl.No.	Department/Scheme Files
1	Attendance Register
2	Budget Register
3	Day book of Receipt
4	Stock Ledger
5	Issue Register
6	DMS
7	Project Coordinator file
8	Key Officers Correspondence files
9	Tribal Sub Plant Register
10	Testing Chemicals file
11	Annual Stock Verification and Audit file
12	C.L. maintenance file
13	Tour Programme and Tour Dairy file
14	DC bills and PDC bills file
15	Contract labor Register book
16	Miscellaneous file

Yours faithfully

Copy: **Director of Research**, UAS, GKVK, Bengaluru 560 065