

INDIAN COUNCIL OF MEDICAL RESEARCH
Ansari Nagar, New Delhi

No. E&M/Circular/ICMR/2024 Dated .06.2024

CIRCULAR

Subject: Prevention of fire incidences in summer season

CPWD which is handling the maintenance of ICMR buildings has sent an advisory that as a precaution / prevention of fire incidences, while leaving the office / work place, after office hours, the switches of all the equipments / electrical appliances / machines / air conditioners (window/split AC) etc, shall be put off.

All Head of Divisions/Sections of ICMR HQ are requested to instruct their staff to ensure switching off of all the equipments / electrical appliances / machines / air conditioners (window/split AC), etc while leaving their office after office hours.

This step is essential for prevention of fire incidences, especially in summer season.

Dr R. Lakshminarayanan
Deputy Director General (Admin)

Copy to:-

1. PS to DG/ Additional DG/Sr. DDG(A) & Sr. FA
2. All Head of Divisions/ Sections of ICMR
3. ADG (Admin)/ ADG (Finance)
4. In-charge Security ICMR
5. Canteen Manager, ICMR
6. Guest House Manager, ICMR
7. IT Division, ICMR with the request to upload in ICMR website.

Signed by

Rajarathnam Lakshminarayanan

Date: 20-06-2024 16:12:51