



SPEED POST/E-Mail

भारत सरकार/GOVERNMENT OF INDIA

कृषि एवं किसान कल्याण मंत्रालय/Ministry of Agriculture and Farmers Welfare
 कृषि एवं किसान कल्याण विभाग/Department of Agriculture and Farmers Welfare
 केन्द्रीय कृषि मशीनरी प्रशिक्षण एवं परीक्षण संस्थान/CENTRAL FARM MACHINERY TRAINING & TESTING INSTITUTE
 ट्रैक्टर नगर, बुदनी (म.प्र.)/TRACTOR NAGAR, P.O., BUDNI (M.P.) 466445
 Web: www.fmttibudni.gov.in; Email: fmmti-mp@nic.in; Tel: 07564-299003; GSTIN: 23AAAGC0890H1ZS
 (AN ISO-9001:2015 CERTIFIED INSTITUTE)

F. No.: 3-14011/3/2024-Estt. (E148423) / 386 Date: 25-09-2025

OFFICE ORDER

In supersession of the Office Order of even number dated 02.07.2025, the undersigned as Head of Department and controlling Authority of Central Farm Machinery Training and Testing Institute, Budni (M.P.) hereby delegates the duties and responsibilities of **Drawing and Disbursing Officer (DDO)** in respect of Pay, T.A. & other allowances in respect of Gazetted and Non-Gazetted staff and contingent expenditure relating to Central Farm Machinery Training and Testing Institute, Budni (M.P.) to **Shri Ravi Shankar Kumar, Instrumentation Engineer w.e.f. 26.09.2025 (AN)**, until further orders.

He is also authorized to draw all amount received through bank draft in favour of Director of this Institute, payable at State Bank of India, Narmadapuram/Budni, or any Nationalized Bank of India.

Shri Ravi Shankar Kumar, Instrumentation Engineer shall perform the duties of DDO in addition to his own duties. He will take over the DDO charge from Shri Mukti Parajuli, Administrative Officer.

(Dr. B. M. Nandede)

Director

Distribution:-

1. Shri Ravi Shankar Kumar, Instrumentation Engineer
2. Shri Mukti Parajuli, Administrative Officer
3. Account Section (2 copies)
4. All Section Officers: Admn./Training/Testing/Farm/Instrumentation
5. Cashier
6. Personal File of above concerned

(Dr. B.M.Nandede)

Director

Govt. of India

Central Farm Machinery Training & Testing Institute, Budni (M.P.) 466445

Copy to: (alongwith the Specimen Signatures of DDO)

1. The Senior Accounts Officer (DMI), Pay & Accounts Office, New Secretariat Building, 2nd Floor, Civil Lines, Nagpur (Maharashtra) 440001
2. The Chief Manager, State Bank of India, Narmadapuram (M.P.)
3. P.A. to Director
4. IE (R) – for uploading on Institute's website.

Director