



**Indian Council of Agricultural Research
Krishi Bhavan, New Delhi**

F.No. 7(3)/2013-Per.IV

Dated the: 15th June 2016

To

**All the Directors of ICAR Institutes/Project Directorates/National Research
Centres/Bureaux/Project Directors/Project Coordinators**

Sub: Inter-Institutional Transfer of Scientists

Sir,

As per the existing instructions, inter-institutional transfer of scientists are considered by the Transfer Committee at the Hqrs. of the Council. Meeting of the Transfer Committee at the Hqrs. of the Council is normally convened in February/March every year, i.e. before the new academic session starts. It has, however, been observed that transfer requests from the scientists are received throughout the year directly at the Council. Further, inspite of the condition of rendering a minimum period of 5 years at the respective places of posting. Scientists/Sr. Scientists/Principal Scientists who have not completed the mandatory period of 5 years send their applications for transfer directly to the Council. This creates dislocation of normal work and mounting pendency at the Hqrs.

It is reiterated that the guidelines for transfer of Scientists between the institutes are regulated by the ICAR instructions issued vide letter F.No. 8-16/76-Pers.IV dated 17.11.1980, 18.07.1981, 14.06.1982, 10.06.1985 and 10.11.1987.

In order to streamline the issue of transfer of scientists, the following decisions have been taken:-

1. The Transfer committee meeting will be held once in March every year.
2. The Directors of the Institute will forward a list of Scientists who have applied for transfer along with their comments during the month of January i.e., 1st-31st January of every year for consideration of the Transfer Committee at the ICAR Hqrs. However, individual scientist may send an advanced copy of the request for transfer to ICAR Hqrs.

3. No transfer request shall be entertained if the same is not received during the prescribed period.
4. Transfer request should be made against an existing vacancy. The list of vacancies for different disciplines at the level of Scientists/Sr. Scientists/Pr. Scientists will be uploaded on ICAR website by the Personnel Division in the month of December every year.
5. Intra-Institutional transfers from one Station/Center to another Station/Center within the Institute will continue to be made by the Directors of the Institutes as per existing guidelines.
6. Extraneous and outside pressure for/against postings/transfers shall attract the provisions of CCS (Conduct Rules) as applicable to the Council employees.

It is requested to publicize the above decisions at your Institute and the same may be followed scrupulously in future.

This issues with the approval of the Competent Authority.

Yours' faithfully



(Sujit K. Mitra)
Director (Pers.)

Copy for information to:

1. Sr. PPS to DG, ICAR
2. PPS to Secretary, ICAR
3. All DDGs and ND (NAIP)
4. DS (P), ICAR
5. Per.I/Per.II/Per.III/Assessment Unit, ICAR
6. President ARSS Forum, Old NBPGR Building, Pusa, New Delhi-110012.
7. Shri Hans Raj, Information System Officer for ICAR Website
8. Cdn. Section for index number
9. Guard file.