

INDIAN COUNCIL OF AGRICULTURAL RESEARCH  
KRISHI BHAWAN: NEW DELHI- 110 001

F.No.ADMN/2/2/2017-W.S.

Dated the 06<sup>th</sup> June, 2017

OFFICE ORDER

It has been decided by the Competent Authority in the Indian Council of Agricultural Research to replace the existing **Vigilance-II Section, ICAR under Vigilance Division** with **Disciplinary Action & Appeal Section (DA&A) under Personnel Division**. Consequently, the sanctioned staff strength of Vigilance-II Section as stated below is retained for **DA&AS Section**:-

<b>Section Officer</b>	<b>02</b>
<b>Assistant</b>	<b>02</b>
<b>UDC</b>	<b>01</b>
<b>LDC</b>	<b>01</b>
<b>SSS</b>	<b>01</b>
<b>Contract Staff(Clerk)</b>	<b>01</b>

The work allocated to the **renamed Vigilance-I Section** and the **new DA&A Section** would be as under:-

<b>Vigilance Section:</b>	
V-1	Receipt of the complaint
V-2	Verification of the complaint
V-3	Entrusting the PI
V-4	Submission of PI Report
V-5	If prima facie found guilty then show cause issued to the SPS
V-6	Receipt of reply from SPS
V-7	If the reply is not satisfactory propose to initiate proceeding (major or minor) by DA
V-8	Framing of charge sheet
V-9	Forwarding the file to CVC for 1 <sup>st</sup> stage advice in the prescribed format
V-10	Receipt of CVC advice

**After receipt of first stage CVC advice:-**

<b>Disciplinary Action and Appeal (DA&amp;A) Section</b>	
P-1	Initiation of disciplinary proceeding
P-2	Appointment of IO/PO by DA
P-3	Report of IO
P-4	Tentative view of the Disciplinary Authorities formed on IO report

<b>Vigilance Section:</b>	
V-11	Forwarding the file to CVC for 2 <sup>nd</sup> stage advice in the prescribed format (In case of disagreement with the view of CVC)
V-12	Receipt of 2 <sup>nd</sup> stage advice of CVC

**After receipt of 2<sup>nd</sup> stage advice of CVC:-**

<b>Disciplinary Action and Appeal (DA&amp;A) Section</b>	
P-4	The version of the CO is sought on the IO report and CVC advice
P-5	The receipt of CO's version/submission
P-6	Final decision of DA
P-7	Communication of the final order

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**Appeal**

<b>Disciplinary Action and Appeal (DA&amp;A) Section</b>	
A-1	Receipt of Appeal of the CO under 23 of CCS(CCA) rules
A-2	Decision of the AA on the appeal
A-3	Communication of the decision of the AA

**Revision**

<b>Disciplinary Action and Appeal (DA&amp;A) Section</b>	
R-1	Revision petition of CO under 29 of CCS(CCA) Rules
R-2	Decision of the President ICAR on Revision petition
R-3	Communication of the decision of the President ICAR

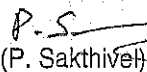
**Review**

<b>Disciplinary Action and Appeal (DA&amp;A) Section</b>	
RE-1	Review petition of CO under 29-A of CCS(CCA) rules
RE-2	Decision of the President ICAR on Review petition
RE-3	Communication of the decision of the President ICAR

Consequently, the work allocation amongst the existing Under Secretaries of Personnel Division, ICAR will be as follows:-

<b>Under Secretary (Personnel)</b>	<b>Recruitment, Promotion and Assessment comprising of Personnel-I/II/III and AU Section.</b>
<b>Under Secretary (Personnel)</b>	<b>Disciplinary Action and Appeal (DA&amp;A) Section</b>
<b>Under Secretary (Personnel)</b>	<b>PIMS Cell and Policy Section i.e. the new name given to the existing Personnel-IV Section</b>

The DA&A Section will submit its file to the US(P)/Director(P), ICAR.

  
(P. Sakthivel)  
Deputy Secretary(W.S)

**Distribution:**

1. Sr. PPS to DG, ICAR
2. PPS to Secretary, ICAR
3. PPS to FA(DARE/ICAR)
4. CVO (DARE/ICAR)
5. Director(P), ICAR/Under Secretaries(P), ICAR
6. All Officers/Sections of the ICAR Headquarters at Krishi Bhavan/ Krishi Anusandhan Bhawan-I/II (including ASRB, NAIP & DKMA)/ NASC, Pusa.
7. All Directors/Project Directors of ICAR Research Institutes/ NRCs/ PDs/ Bureaux
8. DKMA for uploading above office order on the ICAR website
9. Guard File.