

**INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KRISHI BHAWAN : NEW DELHI**

F. No. GAC/19-1/2012-E&M

Dated : 02.03.2015

CIRCULAR

ICAR has a robust network of guest houses throughout the country and such facilities are to be used optimally. It has been recently brought to the notice of the Council that number of Officers/Staff visiting New Delhi on official tour prefer to stay in hotels instead of guest houses and claim higher amount of Travelling Allowances, whereas the rooms in International Guest House at NASC and other guest houses under IARI, NBPGR, IASRI at New Delhi remain under-occupied, causing substantial loss in revenue to the ICAR/Govt. This is, inspite of the Council's earlier instructions issued in this regard vide O.M. No. 24(1)/2008-Cdn (A&A) dated 3rd Oct, 2008 and No. 22(16)/2009-Cdn (A&A) dated 10.07.2009.

The matter has been viewed seriously by the competent authority of the Council and accordingly it is hereby brought to the notice of all concerned again that the officers and staff on official tour to New Delhi should avail the facility of staying in hotels instead of guest house, strictly when they do not get suitable accommodation in ICAR guest houses at NASC (IGH), IARI (Ganga, Sindhu, Farmer's Hostel etc.), IASRI, NBPGR, New Delhi.



(K. N. Choudhary)

Deputy Secretary (GAC)

Distribution :

1. Directors/ Project Directors/ Joint Directors of all ICAR Research Institutes / Project Directors /National Research Centres/ Bureaux for compliance.
2. Officer In-charge of Finance Division of all Research Institute/ Project Directorates & National Research Centres of ICAR.
3. In-charge, Guest House of NASC (IGH)/ IARI/NBPGR/IASRI, New Delhi - The In-charge, Guest House should issue necessary certificate to the touring officers regarding non-availability of rooms in guest house only after proper scrutiny of vacancy position of their respective guest houses.
4. Sr. PPS to Secretary, DARE and Director General, ICAR for information.
5. PPS to Addl. Secretary, DARE and Secretary, ICAR for information.
6. PPS to Special Secretary and FA, DARE/ ICAR for information.
7. All Officers/Sections at Krishi Bhawan, KAB I&II, NASC, New Delhi
8. Sh. Hans Raj, ISO, DKMA for uploading the circular on ICAR Website-
www.icar.org.in.