



**BY FAX**

**INDIAN COUNCIL OF AGRICULTURAL RESEARCH**  
KRISHI BHAWAN, DR. RAJENDRA PRASAD ROAD, NEW DELHI-110114

F.No.19(01)/2002-Estt. IV

Dated: <sup>26<sup>th</sup></sup> August, 2016

To

The Directors/Project Directors/Zonal Coordinators of ICAR Research Institutes/ Project Directorates/National Research Centres/Bureaux/Zonal Coordinating Units

Subject:- Guidelines/instructions regarding inter-institutional transfer of Technical service employees of ICAR – Regarding.

Sir,

In supersession of Council's letters of even number dated 10.10.2006 & 6.4.2015 and Office Order No.FIN/6/1/2007-Cdn.(A&A) dated 14.8.2015, the Competent Authority, with the approval of the Governing Body, ICAR has approved the following guidelines for inter-institutional transfer of Technical service employees of the Council:

- (i) A minimum tenure of 5 years after initial appointment is to be completed before applying for transfer;
- (ii) All appointments by transfers shall only be carried out against Direct Recruitment posts, not against promotion posts;
- (iii) There will be no inter-Institutional transfer in routine manner as it happens in the case all India Service cadres like AOs and F&AOs;
- (iv) The Institute/ICAR Headquarters desirous of recruitment by transfer will circulate, with the approval of the Competent Authority, all such vacancies, to all the Institutes/ICAR Headquarters;
- (v) A Technical service employee shall submit his/her application for appointment by transfer addressed to the Director of the Institute/ICAR Headquarters, as the case may be, from where he/she desires transfer, through proper channel;
- (vi) If the parent Institute/ICAR Headquarters, as the case may be, agrees to the request of the employee, the application for transfer shall be forwarded to the Director of the Institute/ICAR Headquarters, as the case may be, where the employee seeks transfer;

- (vii) Upon receipt of application from the parent Institute/ICAR Headquarters, as the case may be, the Director of the Institute/ICAR Headquarters shall constitute a Selection Committee to consider all such applications with reference to availability of vacancy in the respective Functional Group and also the reservation position;
- (viii) In case the request of the employee is agreed to by the Director of the Institute/ICAR Headquarters, as the case may be, where the employee seeks transfer, the Institute/ICAR Headquarters, as the case may be, shall issue necessary orders regarding the employee's appointment in his Institute/ICAR Headquarters, as the case may be, on transfer basis, endorsing copies of the same to the Officers/Sections, concerned. The part of service rendered by the transferred employee prior to his transfer after availing the last promotion in the parent Institute shall not be counted for the purpose of his/her assessment in the transferred Institute. For becoming eligible for assessment, he/she has to render the prescribed years of service, as per TSR, in the new Institute. The employee shall lose the service rendered in the parent Institute and he/she has to start afresh his service in the transferred Institute being placed at the bottom of the concerned cadre. However, his existing pay may be protected. To that extent, Rule 6.9(i) of Technical Service Rules stand amended in the following manner:

Rule 6.9(i) : Deleted

Yours faithfully,



(P. Sakthivel)

Deputy Secretary (TS&WS)

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