



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

F. No. GAC-12(04)/2025/CDN

Dated: 8<sup>th</sup> October, 2025

**Office Memorandum**

**Subject: Guidelines for Foundation Stone Laying/ Inauguration of Infrastructure Facilities -Reg.**

It has been observed that Institute Directors often schedule foundation stone laying or inauguration ceremonies for minor or renovated facilities during visits of senior officers from ICAR Headquarters. In certain instances, even minor refurbishments of existing structures are being inaugurated. The Competent Authority in ICAR has taken a serious view of this matter.

Accordingly, the following guidelines are issued for **foundation laying / inauguration of any infrastructure facility**, including but not limited to new buildings such as administrative /academic /laboratory/hostel/guesthouse/training hall/lecture hall/auditorium/ seminar and conference halls/processing plants/stores/animal sheds/farm infrastructure/ irrigation systems, etc.

**Guidelines:**

<b>Sr. No</b>	<b>Budget provision for infrastructure</b>	<b>Proposal to be submitted to the Subject Matter Division for foundation stone laying / inauguration by</b>
1.	≥ Rs. 50 crore	Hon'ble Prime Minister (as per availability)/HAM
2.	≥ Rs. 03 crore	Hon'ble Minister of Agriculture and Farmers Welfare/ Minister of State for Agriculture and Farmers Welfare
3.	≥ Rs. 01 crore	Secretary DARE and Director General, ICAR
4.	≥ Rs. 50 lakhs	Deputy Director General of concerned SMD/Directors of National Institutes
5.	≥ Rs. 20 lakhs	ADG in-charge of the Institute/Director of the Institute with approval of the headquarters

**Instructions:**

1. **No renovated facility**, irrespective of the expenditure incurred, shall be inaugurated.

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2. **No existing room/laboratory** shall be re-designated (e.g., as a computer room, TV room, reading room, recreation room, specific laboratory, indoor games room, etc.) for the purpose of inauguration and no **plaques** bearing the name of any individual shall be displayed for such facilities.
3. **Prior approval from ICAR Headquarters** must be obtained if any dignitary not listed above is to be invited for any foundation/inauguration ceremony.
4. These guidelines come into effect **from the date of issue of this Office Memorandum, and any violation shall invite disciplinary action** as per CCS (Conduct) Rules.

The OM of even number dated 26.09.2025 shall stands withdrawn.

This issues with the approval of the Secretary, DARE & Director General, ICAR.

  
**(Kumar Rajesh)**  
**Director (GAC)**

**Distribution:**

1. PS to Hon'ble Union Minister of Agriculture & Farmers Welfare.
2. PS to Hon'ble Minister of State for Agriculture & Farmers Welfare
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4. Directors of all ICAR Institutes/PDs/NRCs/ATARI etc.
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