



भारतीय कृषि अनुसंधान परिषद
INDIAN COUNCIL OF AGRICULTURAL RESEARCH
कृषि भवन, डॉ० राजेन्द्र प्रसाद मार्ग, नई दिल्ली-110 001
Krishi Bhawan, Dr.Rajendra Prasad Road, New Delhi 110 001

Admn.F.No.17-1/2020-R&P

Dated: 23rd April, 2020

OFFICE MEMORANDUM

Subject:- Strengthening of administration – Periodical review under FR 56/Rule 48 of CCS (Pension) Rules, 1972.

The undersigned is directed to refer to DoP&T's O.M. No.25013/1/2013-Estt.(A) dated 21.03.2014 and No.25013/01/2013-Estt.A-IV dated 11.09.2015 on the periodical review under Fundamental Rules 56 or Rule 48 of CCS (Pension) Rules, 1972. In the recent past, many changes in the nomenclature of the posts and in the areas of responsibility have been taken place. Accordingly, in order to simplify and speedup the procedure of review, it has been decided by the Council to revise the existing composition of the Review Committees to review the cases of officers/staff in ICAR system. The composition of the Review Committee(s) and Internal Screening Committees for the purpose are detailed in the succeeding paras.

2. The composition of the Committees for reviewing the cases of officers/staff of ICAR Headquarters will be as follows:-

- i. Review Committee in case of officers holding Group – A posts in Administrative, Finance & Technical Cadres (in the Pay Level – 10 and above) including the officers of the combined cadres of Administrative Officers, Finance & Accounts Officers and Official Language in the Council:-

Composition of Review Committee		
Sl. No.	Designation of the officer	Constitution of the Committee
1.	Secretary, DARE & Director General, ICAR	Chairman
2.	An officer not below the rank of Joint Secretary to be nominated by Secretary, DARE & Director General, ICAR	Member
3.	Additional Secretary (DARE) & Secretary, ICAR	Member

- ii. Review Committee in case of officers holding Group – B posts (Gazetted equivalent Officers) in Administrative, Finance & Technical Cadres (in the Pay Level – 9 and below) in the Council:-

Composition of Review Committee		
Sl. No.	Designation of the officer	Constitution of the Committee
1.	Additional Secretary (DARE) & Secretary, ICAR	Chairman
2.	Director/Deputy Secretary, ICAR in charge of Administration Division	Member
3.	CVO	Member

- iii. Review Committee in case of non-gazetted employees holding Group B & C posts in Administrative, Finance & Technical Cadres (in the Pay Level – 7 and below) in the Council:

Composition of Review Committee		
Sl. No.	Designation of the officer	Constitution of the Committee
1.	Director (SD)/Director/Deputy Secretary to be nominated by Secretary, ICAR	Chairman
2.	Director/Deputy Secretary level officer of ICAR to be nominated by Secretary, ICAR.	Member
3.	CVO or his nominee not below the rank of Under Secretary	Member

3. In addition to the above, there shall be internal committees to assist the Review Committees in reviewing the cases. These committees will be responsible for ensuring that the service record(s) of the employees being reviewed are brought out along with a summary bringing out all relevant information, for submission to the concerned authorities at least three months before the due date of review. Accordingly, the composition of Internal Screening Committees at the ICAR Hqrs. shall be as under :-

- i. Internal Screening Committee for review of cases of Group 'A' officers (including the officers of combined cadres of Administrative Officers, Finance & Accounts Officers and officers of the Official Language cadre) and Group 'B' (Gazetted equivalent officers) :-

Composition of Internal Screening Committee		
Sl. No.	Designation of the officer	Constitution of the Committee
1.	Director (SD)	Chairman
2.	Director/Deputy Secretary, ICAR in charge of Technical Services	Member
3.	Director/Deputy Secretary, ICAR in charge of Administration Division	Member Secretary

- ii. Internal Screening Committee for review of cases of all Group 'B' (Non-gazetted) & 'C' employees in Administrative, Finance & Technical Cadres at the Council's Headquarters will be as under:-

Composition of Internal Screening Committee		
Sl. No.	Designation of the officer	Constitution of the Committee
1.	Director/Deputy Secretary, ICAR in charge of Administration Division	Chairman
2.	Under Secretary (TS) or any equivalent officer to be nominated by the Secretary, ICAR	Member
3.	Under Secretary (Admn.)	Member Secretary

4. The composition of the Committee for reviewing the cases of officers/employees in Administrative, Finance & Technical Cadres at the ICAR Institutes for the posts for which the Director of the Institute is the appointing authority will be as follows:-

Composition of Review Committee		
Sl. No.	Designation of the officer	Constitution of the Committee
1.	Director of the Institute	Chairman
2.	Director/Deputy Secretary/Under Secretary dealing with the Institute i.e. SMD concerned.	Member
3.	Vigilance Officer of the Institute	Member
4.	Administrative Officer/Sr. Administrative Officer/Chief Administrative Officer/Joint Director (Admn.) & Registrar (if no officer of this grade is available in the Institute, the officers of the same grade of the nearest Institute) to be nominated by the Director.	Member Secretary

5. The composition of Internal Screening Committee (at Deemed Universities or such of those Institutes where total Staff Strength is 100 and above) will be as under:

Composition of Internal Screening Committee		
Sl. No.	Designation of the officer	Constitution of the Committee
1.	Joint Director (Admn.) & Registrar/Chief Administrative Officer/Sr. Administrative Officer/Administrative Officer	Chairman
2.	A Sr. Scientist/Scientist or a Technical Officer in the Pay Level - 10 or above to be nominated by the Director.	Member
3.	In-charge of the Section dealing with the Service Matter of the concerned Officer/Staff (not below the level of Assistant Administrative Officer)	Member Secretary

At the Institutes having the sanctioned strength below 100, there shall be no Internal Screening Committee, the cases shall be placed before the Review Committee directly by the administrative/establishment section(s) with all the relevant details.

6. All ICAR Institutes/NRCs/Directorates/Bureaux including ICAR Headquarters are requested to follow the instructions issued on the subject from time to time and periodically review the cases of employees of the Council as is required under FR 56(j)/FR 56(I)/Rule 48(1)(b) of CCS Pension Rules 1972. The above orders will be applicable with immediate effect.

 23/04/2020

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Under Secretary (Admin.)

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Distribution:

1. Directors of all ICAR Institutes/NRCs/Directorates/Bureaux/ATARIs.

2. CVO, ICAR.
3. Director (Admn.)/Deputy Secretary (TS), ICAR Hqrs.
4. Under Secretary (Admn.)/Under Secretary (TS), ICAR Hqrs.
5. All the Estt. Sections at the ICAR Headquarters.

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2. All Directors / Deputy Secretaries / Under Secretaries, ICAR at Krishi Bhawan / KAB-I & II, Pusa, at New Delhi.
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4. All Subject Matter Divisions (SMDs) of ICAR.
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