



**Indian Council of Agricultural Research
Krishi Bhavan, Dr. Rajendra Prasad Road, New Delhi**

Administrative Circular No 9/2011

F.No. 10(2)/2011-W.S.

Dated the 19 July, 2011

It has come to notice that in several Institutes, sons or daughters or other relatives of the Institutes' employees are getting recruited in recruitments taking place at Institute level. In some cases, there have been allegations of wrong-doing and nepotism.

While there is no bar for the son/daughter/relative of a person employed in an institution of ICAR, or ICAR itself, applying for a job in that Institute, in the interest of fair play and transparency, and ensure the fundamental right of equal opportunity, it has been decided that henceforth and with immediate effect:

- (i) When issuing advertisements for recruitment, or prescribing forms for applications, all Institutes are compulsorily required to state in the advertisement/application form that any individual applying for the vacancy/vacancy advertisement will have to give a declaration stating whether he is related to any employee of the Institute or the ICAR and, if so, name the persons and describe the nature of his/her relationship.
- (ii) Similarly, all employees of the Institute would have to make a declaration, whenever recruitment takes place in the Institute, whether they have relative, distant or near, applying for any vacancy in the Institute.
- (iii) In case, from either of the above declarations there is reason to believe that a relative of an employee of the Institute, or indeed of the ICAR, is applying for any vacancy in that Institute, then the following steps will be taken by the Director of the Institute:
 - (a) The person/persons to whom the candidate/candidates is/are related, will be completely and fully dissociated with the recruitment process.
 - (b) The fact of relative/s of an employee of the Institute being a candidate/s will be brought to the notice of the Headquarters, who shall nominate two officers from Headquarters, or other institutions to be a part of the recruitment committee of that Institute.

- (c) The entire process of recruitment, after the application stage, will be under the supervision of the recruitment committee, which has these two nominees of ICAR Hqrs., and the agreement of these two nominated members shall be compulsory, before any recruitment is made by the Institute.

The above orders are issued keeping in mind the need to comply, in letter and spirit, with the provision of the Indian Constitution regarding equal opportunity, rulings of the Supreme Court on the same issue, and the overall requirement that the government servants shall act with fairness and transparency.

These instructions need to be complied with strictly, and without exception, and any departure from them would undoubtedly be a violation of the conduct rules.

This order is issued with the approval of Secretary, DARE & DG, ICAR.



(RAJIV MEHRISHI)

Addl. Secretary, DARE & Secretary, ICAR

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