



F.No.Pers.6(3)/2001-Per-IV

Dated 6th October 2022

To

The Directors/ Project Directors of ICAR Institutes.

Subject: Engagement of Scientist for Non-scientific works-regarding.

Sir/Madam,

Reference is invited to Council's Circulars vide No. 25(57)/92-IA-IV dated 15.12.1992 and Nos. 6(3)/2001-Per-IV dated 02.11.2001 & 10.4.2017 (copy enclosed), whereby instructions were issued to all the Institutes not to engage any scientist for any non-scientific work i.e. administration and finance related works. However, it has come to notice that despite clear cut instructions in this regard, many Institutes are still utilizing the services of Scientists posted in their Institutes for non-scientific works like In-charge Security, In-charge/Chairman Guest House, In Charge vehicle etc. notwithstanding the posting/availability of regular staff of Administration/Finance. This is in violation of the extant guidelines in this regard.

2. Since an assurance for not assigning any non-scientific work to the Scientists has already been given to Parliament of India and that audit para is still pending owing to non-compliance of the instructions on the part of Institutes in this regard, the Competent Authority has viewed this lapse seriously.

3. The Institutes are, therefore, directed to ensure that the aforesaid guidelines are strictly adhered to. A compliance report to this effect may be forwarded to the Council positively by 15.10.2022 so as to enable the Council to take further steps to get the Audit Para dropped. Even the Institutes where no non-scientific work has been entrusted to the Scientists are required to send 'NIL' report. It may be noted that non-submission of the compliance report would be viewed seriously and action, as deemed fit, shall be taken against the defaulting Institutes.

Yours faithfully,

(M.K. Jain)
Joint Secretary (Pers.)

Copy to:

- i. All DDGs with the request to send the compliance report in respect of their Division within a fortnight.
- ii. PSO to DG, ICAR for information
- iii. Sr. PPS to Secretary, ICAR/PPS to FA, ICAR for information
- iv. Sr. FAO (Inspection Unit) w.r.t. letter dated 28.08.2022



INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KRISHI BHAWAN, NEW DELHI

PERSONNEL-IV

F. No.6(3)/2001-Per.IV

April 10th, 2017

Subject:- Compliance of Parliament Assurance- Reg.

In response of a Parliament Question on deployment of ICAR scientists for Non-Scientific work, a "Parliament Assurance" was given by the Minister of Agriculture on 2nd August, 2001 assuring the Parliament that ICAR scientists would not be engaged in non-scientific work.


Accordingly, circular No.F.6-(3)/2001-Per.IV dated 02.11.2001 (**Annexure-I**) was issued by the Council with the approval of Minister of Agriculture instructing all the Directors, to not assign any non-scientific works like In-charge vehicle, In-charge Stores, In-charge security, In-charge Estate, In-charge Guest House, In-charge Finance & Accounts Officers, Head of Office etc. to scientists where regular posts of Assistant Administrative Officer/Assistant Finance & Account Officer or other senior Administrative/Finance cadre officers are available. The same instructions were issued earlier as well vide ICAR circular no. F.25(57)/92-IA-IV dated 15.12.1992 (**Annexure-II**). Implementation report was also sent by the DARE to Ministry of Parliament Affairs vide O.M. dated 07.01.2001.

Again matter was raised before the Assurance Committee of Parliament in 2003. Then, another letter No. F. 6-3/2001-Per. IV dated 07.07.2003 (**Annexure-III**) was issued to all Directors for strict compliance of aforesaid directives of ICAR.

However, some complaints have been received regarding assigning of non-scientific works to scientists by some of the ICAR Institutes despite the availability of Administrative/Finance cadre officers there, in gross violation of ICAR instructions as well as Parliamentary Assurance given by the Minister of Agriculture on the subject.

Also, during recent statutory audit of ICAR Hqrs., the CAG auditors issued an audit memo seeking details of the ICAR Scientists who have been assigned non-scientific works. To furnish the reply of the same, information has been obtained from all Institutes and it is observed that in violation of ICAR's aforesaid guidelines, still in some Institutes, Scientists have been assigned non-scientific work using different nomenclatures like In-charge / Officer In-charge / Coordinators or Chairman of the Committee for Guest Houses/ Vehicle Pool/ Building maintenance /Estate / Stores or Head of Office, Head of Finance etc.

Therefore, it is requested that all institutes with the SMD may be advised to adhere to ICAR's aforesaid guidelines and a compliance report may be obtained from the Institutes of the same. Thereafter, Division-wise Action Taken Report may be forwarded to the undersigned for submission to the competent authority.


(Sujit K. Mitra)
Director (Personnel)

To,

1. DDG (CS), ICAR, Krishi Bhawan, New Delhi.
2. DDG (AS), ICAR, Krishi Bhawan, New Delhi.
3. DDG (Agril. Engg.), ICAR, KAB-II, Pusa, New Delhi.
4. DDG (NRM), ICAR, KAB-II, Pusa, New Delhi.
5. DDG (Fy. Sci.), ICAR, KAB-II, Pusa, New Delhi.
6. DDG (Edn.), ICAR, KAB-II, Pusa, New Delhi.
7. DDG (Agril. Extn.), ICAR, KAB-I, Pusa, New Delhi.
8. DDG (Hort. Sci.), ICAR, KAB-I, Pusa, New Delhi.

Copy to:- Sr. PPS to DG, ICAR/ PPS to Secretary, ICAR for information.



K K Bajpai
Director (Personnel)

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No. 6-3/2001-Per.IV

November 2, 2001

Circular

Recently a question was asked in the Parliament about scientists being deployed for non-scientific work. In order to answer the question information was collected from the Institutes. It has been observed that in a fair number of cases scientists have been entrusted responsibilities like Incharge vehicles, Incharge Stores, Incharge Security, Incharge Estate, Incharge Guest House, Incharge Finance & Accounts Officer, Head of Office, etc. While this can be justified at places where regular posts of Assistant Administrative Officer/Assistant Finance & Accounts Officer or other senior Administrative functionaries are not available or to tide over the work during their absence either on leave or tour. However, cases where in spite of the availability of these officers the scientists are being deployed for these functions become indefensible. Scientists constitute specialized manpower and their diversion to these activities amounts to wastage of scientific manpower. All jobs require a certain amount of theoretical background and practical experience. Functions in administrative and finance are better left in the hands of related professionals. Earlier also this was viewed adversely by the Agriculture Minister and instructions were issued but the situation emerging from the information now received from the Institutes, suggests that the imperative has not been fully appreciated. Copy of previous circular No. 25-57/92-IA.IV dated 15.12.92 is enclosed. With a view to fulfill the assurance given to Parliament it has been decided to reiterate the earlier instructions and ensure that as far as possible particularly where personnel in Administration and Finance are available with the institution the responsibilities of Administrative and Finance functions and other non-scientific work of routine nature which is meant to be discharged by the these functionaries is not entrusted to scientists, thereby diverting them from their main field of activity. All the directors are requested to implement this decision. These instructions are being issued with the approval of the Agriculture Minister.

(K.K. BAJPAI)

Distribution :-

1. All Directors of the Research Institutes
2. All Officers at the ICAR HQ/KAB
3. All Sections of the ICAR HQ and KAB, New Delhi
4. Sr. PPS to DG, ICAR, PS to FA (DARE), PPS to Secy., ICAR

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

F.No. 25(57)/92-IA-IV

Dated the 15th Dec. , 92

CIRCULAR

It has been observed that Scientists are functioning as Officer-in-Charge of guest houses etc. in the Institutes. In this connection, it has been decided that wherever Administrative Officers (AAO/AO/SAO/CAO) are in a position, the responsibility of the guest houses etc. should not be entrusted to Scientists. This will enable the Scientists to devote their time in active Science and such routine administrative functions should be discharged by the Administrative Officers (AAO/AO/SAO/CAO). This has been approved by the Agricultural Minister.

A compliance report may be sent to the concerned Administrative Section at the ICAR.

Sd/-
(K.K. BAJPAI)
DY. SECRETARY(IA)

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1. All Directors of the Research Institutes
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3. All Officers at the ICAR HQ/KAB
4. PS to Secretary, / PS to DG, ICAR
5. Spare Copies (30)