

**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. 9(1)/2013-Estt.-II

Dated the 25<sup>th</sup> November, 2016

To

The Director(s)/Project Director(s) of ICAR Institutes/  
Project Directorate/Bureaux/NRCs

Sub: Filling up the post of Upper Division Clerks (UDCs) in PB-1 Rs. 5200-20200 plus Grade Pay of Rs. 2400/- by transfer on permanent absorption of regular Upper Division Clerk of ICAR Hqrs/Institutes.

Sir,

It is proposed to fill up twelve vacant posts of UDCs in PB-1 Rs. 5200-20200 plus Grade Pay of Rs. 2400/- at ICAR Hqrs. on permanent absorption as per recruitment rules, given below:-

No. of vacancies	Break-up of vacancies				
	UR	SC	ST	OBC	PH
21	6	8	7	-	-

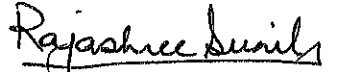
As per recruitment rules following candidates will be eligible for permanent absorption at ICAR Hqrs.:

- (i) Transfer on permanent absorption of regular UDC of ICAR Hqrs/Institutes.

It is requested that the vacancies may please be circulated among the eligible officials working at your Institute to enable them to apply for the same on the proforma given overleaf. Application of only such candidates who can be relieved immediately in the event of their selection for the above post may please be forwarded along with up to date CR Dossiers so as to reach to the undersigned within 07 days from the date of this circular.

Certificate to the effect that no vigilance/disciplinary case is pending or being contemplated against the candidate may also be furnished in the application of the official.

The application received after closing date and without CR dossiers and Vigilance Clearance Certificate will not be entertained.

Yours faithfully,  
  
(Rajashree Sunil)  
Under Secretary (Admn.)

**Application for the post of Upper Division Clerks in the Pay Band – 1 Rs. 5200-20200 + Grade Pay Rs. 2400/- at ICAR Hqrs.**

1. Name of the Candidate (in block letters) :
2. Date of Birth :
3. Name of the Institute where serving :
4. Designation and scale of the post presently held by the applicant .:
5. Whether Permanent/Temporary :
6. Whether belongs to SC/ST :
7. Educational & other Qualifications :
8. Brief particulars of the service :

Name of the Institute	Post held	Scale of Pay	Period	Nature of duties
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9. Any other information/particulars relevant to the service of the employee :

Signature of the candidate

(To be filled up by the Head of Office)

1. The above particulars furnished by the candidate has been verified from the office/service records and found correct.
2. It is certified that no vigilance/disciplinary case is pending or being contemplated against the above candidate.

Signature