

INDIAN COUNCIL OF AGRICULTURAL RESEARCH (ICAR)



**AGENDA OF THE THIRD INTERACTIVE MEET OF AS&FA,
DARE/ICAR WITH THE FINANCE HEADS OF ICAR INSTITUTES OF
EAST ZONE**

VENUE : NBSS&LUP, KOLKATA CENTRE.

DATE : AUGUST 31ST 2016.

TIME : 1000 HRS

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

F. No. 22/26/2012/CDN (A&A)

Dated the 26th August 2016

AGENDA OF THE THIRD INTERACTIVE MEET OF THE AS&FA, DARE/ICAR WITH FINANCE OFFICERS OF ICAR INSTITUTES OF EAST ZONE SCHEDULED FOR 31st AUGUST 2016 AT NATIONAL BUREAU FOR SOIL SURVEY AND LAND USE PLANNING, KOLKATA CENTRE.

Following are the agenda of the 3rd Interactive meeting of the AS&FA, DARE/ICAR with the Finance Heads of ICAR units of East Zone scheduled at NBSS&LUP, Kolkata Centre, on 31st August 2016:

AGENDA: I: OPENING REMARKS BY THE AS&FA, DARE/ICAR.

The AS&FA, DARE/ICAR will address the participants and give his introductory remarks.

AGENDA: II: REMARKS BY ADDITIONAL SECRETARY, DARE & SECRETARY, ICAR.

The Additional Secretary DARE & Secretary, ICAR will address the participants.

AGENDA: III: ACTION TAKEN NOTE ON EAST ZONE INTERACTIVE MEETING HELD AT ICAR RESEARCH COMPLEX FOR NEH REGION, BARAPANI ON 13TH MAY 2016

The Action Taken Note is placed as **Annexure I** for consideration and adoption.

AGENDAS: IV: POSITION OF OUTSTANDING AUDIT PARAS

The previous Interactive Meeting of the ICAR institutes located in East Zone was held on 13th May 2016. The position of Audit Paras as on 31st March 2016 was discussed in that meeting. The progress made since then and the present status is shown in **Annexure: II**.

AGENDA: V: POSITION OF OUTSTANDING ADVANCES AND ISSUES IN THEIR SETTLEMENT

The progress made in settlement of advances since the last Interactive Meeting in which the status as on 31st March 2016 was discussed, is shown in **Annexure: III (A)**.

The present position of Outstanding Advances is shown under **Annexure III (B)**.

AGENDA: VI: BANK RECONCILIATION RELATED ISSUES

The position of Bank Reconciliation Statement for the month ending June 2016 vis-à-vis the progress made since the last meeting will be laid down before the meeting. **Annexure: IV.**

AGENDA: VII: ISSUES IN IMPLEMENTATION OF FMS-MIS

The participating institutes will discuss the issues in implementation of the FMS-MIS.

AGENDA: VIII: BUDGET, RELEASE OF FUNDS AND UTILIZATION OF FUNDS:

The utilization of funds under Non-Plan and Plan during the year 2016-2017 in respect to the participating units will be laid down before the meeting. **Annexure: V (A) & V (B).**

AGENDA: IX: ISSUES RELATED TO PENSION AND RETIREMENT BENEFITS INCLUDING NEW PENSION SCHEME

The issue related to the settlement of pension and retirement benefits of employees retiring from the participating units will be discussed.

AGENDA: X: INTERNAL FINANCE RELATED ISSUES: DIFFERENCE OF OPINION BETWEEN DIRECTOR OF INSTITUTE AND THE FINANCE HEAD

The information on Difference of opinion for the half-yearly period ending June 2016 received from Institutes will be placed in the meeting. **Annexure: VI.**

AGENDA: XI: ADMINISTRATIVE AGENDAS:

1. Implementation of ERP in ICAR Institutes.
2. Correct information regarding vacancies with reference to various cadres.
3. Timely completion of Assessment of various cadres for CAS or similar promotions/placement in higher scale.
4. Responsiveness of the institutes to the directives of ICAR Headquarters.
5. Man-management issues in various institutes of ICAR.
6. Utilization of Land/Other Assets of Institutes.
7. Digitization of land records.
8. Installation of roof top solar power system at the institutes.
9. Execution of projects involving Capital Expenditure.

AGENDA: XII: ANY OTHER ISSUE WITH THE PERMISSION OF THE CHAIR.

**INDIAN COUNCIL OF AGRICULTURAL RESEARCH
NBSS&LUP, KOLKATA CENTRE**

ATTENDANCE SHEET

Interactive Meet of the AS&FA, DARE/ICAR with the Finance Heads of ICAR Institutes located in East Zone on 31st August 2016, at NBSS&LUP, Kolkata Centre.

S. No.	Name	Designation	Signature
1.	Sri. S. K. Singh,	AS&FA, DARE/ICAR	
2.	Sri. C. Roul	AS (DARE) & Secretary, ICAR.	
3.	Sri. Devendra Kumar	Director (Finance), ICAR Hqrs	
4.	Sri. S. K. Mitra,	Director (Personeel), ICAR Hqrs.	
5.	Sri. V. P. Kothiyal	Director (Works), ICAR Hqrs.	
6.	Smt. Rashmi R. Rao	Deputy Director (Finance), ICAR Hqrs	
7.	Sri. O. P. Nagar	Deputy Director (Finance), ICAR Hqrs	
8.	Sri. Rajesh Sahay	Senior Finance & Accounts Officer, ICAR Hqrs	
9.	Sri. K. K. Sharma	Finance & Accounts Officer	
10			

Participants from Institutes (Participant are requested to also kindly provide their contact numbers)			
11.	AO: FAO:	CIFRI, Barrackpore.	
12.	AO: FAO:	CRIJAF, Barrackpore	
13.	AO: FAO:	IISS, Mau	
14.	AO: FAO:	NBIAM, Mau	
15.	AO: FAO:	IIAB, Ranchi	
16.	AO: FAO:	CIFA, Bhubaneswar	
17.	AO: FAO:	CIARI, Port Blair	
18.	AO: FAO:	IIVR, Varanasi	
19.	AO: FAO:	NRC Litchi, Muzzaffarpur	
20.	AO: FAO:	NRC-Orchids, Sikkim	
21.	AO: FAO:	NRC- Mithun, Nagaland	

22.	AO: FAO:	NRC Pig, Guwahati	
23.	AO: FAO:	NRC-Yak, Dirang	
24.	AO: FAO:	CIWA, Bhubaneswar	
25.	AO: FAO:	IINRG, Ranchi	
26.	AO: FAO:	NIRJAFT, Kolkata	
27.	AO: FAO:	ICAR ResearchComplex for NEH Region, Barapani	
28.	AO: FAO:	ICAR Research Complex for Eastern Region, Patna	
29.	AO: FAO:	IIBM, , Bhubaneswar	
30.	AO: FAO:	Directorate of Weed Sciences, Jabalpur	
31.	AO: FAO:	ATARI/ZPD-II, Kolkata	
32.	AO: FAO:	ATARI ZPD- III, Barapani	
33.	AO: FAO	ATARI/ZPD-VI, Jabalpur	

