



Indian Council of Agricultural Research
Krishi Bhawan: New Delhi

F.No. 14-5/2010-Estt.I

Dated: September 28, 2011

To,

The Directors of all the ICAR Institutes / Bureaux / PDs/ NRCs/ ZCUs

Subject: Recruitment Rules for the post of Joint Secretary (Administration)/ Senior Registrar


Sir/ Madam,

The Recruitment Rules for the post of Joint Secretary (Administration)/ Senior Registrar as approved by the Governing Body in its meeting held at New Delhi on 6.4.2011 is hereby notified for the information, guidance and necessary action of all concerned.

2. This comes into force with immediate effect.

Yours faithfully,

Encls: As above


(K.N. Choudhary)
Under Secretary (Admn.)
Ph.No. 23386478

Copy to:

1. All Directors / Deputy Secretaries/ Deputy Directors / Secretary, ASRB / CoE, ASRB / Under Secretaries, ICAR at KB/ KAB-I& II.
2. PPS to DG, ICAR / PPS to Secretary, ICAR / PS to FA, DARE/ICAR/ PS to Director (A)/ PA to US(A).
3. All SMDs, ICAR
4. PD, DIPA
5. Secretary (Staff Side), CJSC, ICAR
6. Secretary (Staff Side), HJSC, ICAR
7. Media Unit for placing this on ICAR's website.
8. Guard File / Spare Copies (5)

Recruitment Rules for the Post of Joint Secretary (Admn.)/ Senior Registrar

1.	Name of the post	Joint Secretary (Administration)/ Senior Registrar								
2.	Classification	Administrative Group 'A'								
3.	Scale of Pay	Pay Band-4, Rs.37400-67000 +Grade Pay of Rs. 10000/-.								
4.	Whether Selection Post or Non-selection Post	Not applicable								
5.	Age limit for direct recruitment	Not applicable								
6.	Educational & other qualifications required for direct recruitment	Not applicable								
7.	Whether age and educational qualification required for direct recruits will apply in case of promotees.	Not applicable								
8.	Period of Probation, if any.	Not applicable								
9.	Method of recruitment whether by Direct Recruitment or by promotion or by deputation / absorption & percentage of vacancies to be filled by various modes.	<p>By merit based selection in the manner indicated in the following paragraph from amongst Director / Registrar-cum-Joint Director (Admn.) of ICAR System, failing which by deputation of officers from Central Government / State Government/ UT/ Autonomous Bodies.</p> <p>The selection will be made by:</p> <p>i. Inviting applications from the eligible and willing candidates and,</p> <p>ii. Consideration of these applications by a Selection Committee consisting of:</p> <table><tr><td>DG, ICAR</td><td>Chairman</td></tr><tr><td>Chairman, ASRB or his representative</td><td>Member</td></tr><tr><td>AS(D) & Secretary, ICAR</td><td>Member</td></tr><tr><td>Director, NIASM or any other Director of National Institutes of</td><td>Member</td></tr></table>	DG, ICAR	Chairman	Chairman, ASRB or his representative	Member	AS(D) & Secretary, ICAR	Member	Director, NIASM or any other Director of National Institutes of	Member
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Director, DARE	Member-Secretary									
10.	In case of recruitment by promotion / deputation / absorption; grades from which promotion / deputation / absorption is to be made.	<p>By selection of</p> <p>a) Director/ Registrar-cum-Joint Director (Admn.) or equivalent post in administration of ICAR system in the Pay Band-4, Rs. 37400-67000+ Grade Pay of Rs. 8700/- with three years regular service in the grade.</p> <p>b) Failing (a) above, by selection from Director / Registrar-cum-Joint Director (Admn.) or equivalent post in administration of ICAR system in the Pay Band-4, Rs. 37400-67000+ Grade Pay of Rs. 8700/- with eight years combined and regular service in the grade of Registrar-cum-Joint Director (Admn.) / Director and Deputy Secretary/CAO/LA and equivalent posts in administration in the Pay Band-3, Rs. 15600-39100+ Grade Pay of Rs. 7600/-.</p> <p>c) Failing (a) & (b) above, by selection of Director/ Registrar-cum-Joint Director (Admn.) or equivalent post in administration in the Pay Band-4, Rs. 37400-67000+ Grade Pay of Rs. 8700/- with 15 years of administrative experience in the Institutes or Headquarters of ICAR.</p> <p>d) Failing (a), (b) & (c) above, by deputation of officers having fifteen years of administrative experience under the Central or State Government or Union Territories or Autonomous Bodies, and</p> <p>i. Holding analogous posts on regular basis in the parent cadre / Deptt.</p> <p style="text-align: center;">OR</p> <p>ii. With three years regular service in the Pay Band-4, Rs. 37400-67000+ Grade Pay of Rs. 8700/-</p> <p>Note: The period of deputation shall be three years and extendable upto 5 years.</p>								

11.	If a Departmental Promotion Committee exists what is its composition.	<i>Selection Committee consisting of:</i>	
		<i>DG, ICAR</i>	<i>Chairman</i>
		<i>Chairman, ASRB or his representative</i>	<i>Member</i>
		<i>AS(D) & Secretary, ICAR</i>	<i>Member</i>
		<i>Director, NIASM or any other Director of National Institutes of ICAR</i>	<i>Member</i>
		<i>DDG, Education Division</i>	<i>Member</i>
		<i>An officer belonging to SC/ST (not lower than Pr. Scientist)</i>	<i>Member</i>
		<i>Director, DARE</i>	<i>Member-Secretary</i>
12.	Remarks	-	

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