

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

F.No. 22(1)/2016-CDN (A&A)

Dated the 17<sup>th</sup> August, 2017

**ENDORSEMENT**

The Ministry of Finance, Department of Expenditure, has issued an O.M. No. 7(1)/E.Coord-2017 dated 27<sup>th</sup> June, 2017 regarding- Submission of proposal for Revival of posts in e-Office Mode. As approved by the Competent Authority, this O.M. No. 7(1)/E.Coord-2017 dated 27<sup>th</sup> June, 2017 of Ministry of Finance, Deptt. Of Expenditure has been posted on the ICAR Web-Site [www.icar.org.in](http://www.icar.org.in) for compliance.

  
(Sanjeevan Prakash)  
Deputy Director(Finance)

**Distribution:**

**I ICAR Institutes:**

1. Directors/Joint Directors/Project Directors of all Research Institutes/Project Directorates and National Research Centres/Bureaux
2. Project Coordinators/Coordinated Research Projects/Zonal Project Directors.
3. The Finance & Accounts Officers of all Research Institutes, Project Directorates and National Research Centres.

**II ICAR Headquarters:**

1. All Officers/Sections, ICAR, Krishi Bhavan, New Delhi including Krishi Anusandhan Bhavan I & II, NASC, Pusa, New Delhi
2. ADG (CDN)/ADG (PIM)/PD, DKMA.
3. ND, NAIP/Chairman, ASRB
4. NC, NFBSFARA
5. Director(A), ICAR Hqrs./Director (DARE)
6. DS(WS)/US(Cash)
7. Cash-I, II and Audit-II Sections, ICAR, Krishi Bhavan, New Delhi
8. Sr. PPS to Secretary, DARE & DG, ICAR/PPS to Special Secretary, DARE & Secretary, ICAR/PS to AS&FA, DARE/ICAR
9. Shri Hans Raj, Information System Officer, Directorate of Knowledge Management Units (DKMU), KAB-I Pusa, New Delhi-12 for placing the above mentioned OM in the ICAR Web-Site.
10. Secretary (Staff Side), CJSC, NRC on Meat, Hyderabad.
11. Guard file.
12. Spare copies-10.

No.7(1)/E.Coord.I/2017  
Government of India  
Ministry of Finance  
Department of Expenditure

North Block, New Delhi  
Dated, the 27<sup>th</sup> June, 2017

Office Memorandum


Subject: Submission of proposal for Revival of posts in e-Office Mode.

This Department has been dealing with proposals of various Ministries related to Creation/Revival/Continuation of posts in their Attached/Subordinate/Autonomous bodies. From time to time this Department has been issuing guidelines in this regard to make the process expeditious and lucid. Recently, this Department had issued instructions regarding creation/revival/continuation/transfer of posts vide O.M. dated 12.04.2017.

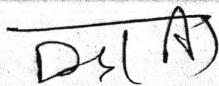
2. Cabinet Secretary has been emphasizing for a long time on the need to expedite implementation of e-Office across the Ministries/Departments of Government of India. e-Office is one of the Mission Mode Projects under the Digital India Programme. Use of e-Office in the official transactions helps in bringing transparency, accountability and expeditious decision making. It also provides additional advantages like real time tracking, speedy disposal, universal searchability and retrieval of files.

3. Keeping in view the above mentioned advantages of e-Office, all the Ministries/Departments and organizations under their administrative control are requested to ensure that all proposal related to revival/continuation of posts may be sent to this Department through e-Office mode from 01.07.2017. Proposals may be forwarded as per conditions laid down in this Department's O.M. dated 12.04.2017.

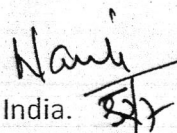
4. This issues with the approval of Joint Secretary (Pers.).

  
(Renu Sarin)  
Deputy Secretary (E.Coord.I)  
Tel# 2309 2761

Secy (D) - in RUP  
AS (D) - On Tour




Pl. not.



- To
1. Secretaries of all Ministries/Departments of Government of India.
  2. Financial Advisors of all Ministries/Departments of Government of India.

Pl. discuss.  
We need to circulate  
this as well.

  
05/7/17

25/1-I  
Sh. Sampat JB  
6/7/17

173561/E-I  
6/7/17

Secy. (DARE) & DG (ICAR)'s Office  
डा. व. सं. / Dy. No. 438/1/R  
दिनांक / Date 03/7/2017

AS (D) & Secy. (ICAR)  
डा. व. सं. / Dy. No. 367/4  
दिनांक / Date 04/7/17