



भारतीय कृषि अनुसंधान परिषद
INDIAN COUNCIL OF AGRICULTURAL RESEARCH

कृषि भवन, डॉ० राजेन्द्र प्रसाद मार्ग, नई दिल्ली-110001
Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi-110001

F.No. Admn.33-10/2015-Estt. I

Dated the 13th June, 2017

To,

The Directors/Project Directors of
ICAR Institutes, Project Directorates, NRCs, Bureaux.

Sub : Compliance of Council's instructions for not assigning Administrative Work of Scientific Cadre.

Sir/Madam

I am to refer to Council's circular No. 6-3/2001-Per.IV dated 02.11.2001, 07.07.2003 and 12.08.2003, instructing not to assign any administrative work to Scientists. These instructions were issued by the Council for compliance of assurance given in the Parliament. However, it has come to the notice that these instructions are still not being followed scrupulously. In fact this issue of assigning administrative work to Scientists has been raised in the 239th meeting of Governing Body, held on 14.02.2017.

It is therefore, again re-iterated 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 are meant to be discharged by these functionaries is not entrusted to Scientists, thereby diverting them from their main field of activity. These instructions are being again issued for strict compliance by all the Directors in compliance of the decision taken by the GB.

Your's Faithfully

Namrta Sharma
(Namrta Sharma)
Deputy Secretary (Admn.)

Copy to :

1. All DDGs for ensuring compliance of Council's instructions.
2. PSO to DG, ICAR/PPS to Secretary, ICAR/PPS to FA, ICAR.
3. Guard File.

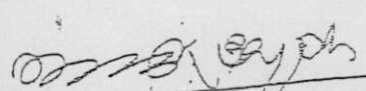
Indian Council of Agricultural Research
Krishi Bhavan, New Delhi 110 001 (INDIA)
Phone: (O) 3383762 (R) 6242320
Fax: 91-11-3387293

November 2, 2001

No. 6-3/2001-Per.IV

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 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. 6(3)/2001-Per.IV

Dated the 12th Aug, 03

To

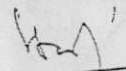
The Directors/Project Directors of
ICAR Institutes, Project Directorates, NRCs,
Bureaux.

Sub: Entrusting non-Scientific work to the Scientists-
regarding.

Sir,

Reference is invited to the letter of even number dated 7th July, 2003 on the subject cited above. The compliance report from your Institute is still awaited. As this issue has again been raised in the Parliament and the question has to be answered immediately, it is reiterated that the compliance report that Scientists have not been entrusted with any administrative and financial items of work such as In-charge Vehicles, Store in-charge, security, finance & accounts work, head of office etc. may kindly be made immediately and by 18th August, 2003 positively.

Yours sincerely,



(Sodhi Singh)
Dy. Secretary (P & A)

INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KRISHI BHAWAN, NEW DELHI.

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

Dated the 7.7.03

To

The Directors/Project Directors of
ICAR Institutes, Project Directorates, NRCs,
Bureaux.

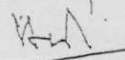
Sub: Entrusting non-Scientific work to the Scientists-
regarding.

Sir,

I am to draw your attention to the instructions contained in ICAR circular No.25(57)/92-I.A. IV dated 15.12.92 and No.6-3/2001-Per.IV dated 2.11.2001 (copies enclosed) on the subject mentioned above, and to say that these instructions are not being followed in letter and spirit by the Institutes. You are therefore requested to kindly follow these instructions scrupulously and furnish a compliance report that Scientists have not been entrusted with any administrative & financial items of work such as vehicles, stores, security, Guest Houses, Finance & Accounts work, Head of Office etc. Any violation of these instructions will be viewed seriously and action as per rules will be taken against the defaulters.

It issues with the approval of the Competent Authority.

Yours sincerely,



(Sodhi Singh)
Dy. Secretary (P & A)