



भारतीय कृषि अनुसंधान परिषद
INDIAN COUNCIL OF AGRICULTURAL RESEARCH
कृषि भवन, डॉ. राजेन्द्र प्रसाद रोड, नई दिल्ली-110001
Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi-110001

F.No. Admn.33-1/2023-Estt.I

March 15, 2023

OFFICE ORDER

Subject: Powers to sanction study leave to officers of Combined Cadre of Administration & Finance.

The existing guidelines regarding sanction of study leaves to the officers of Combined Cadre of Administration & Finance were issued vide Council's office order No. 6-3/98-Cdn.(A&A)pt. dated 04.10.2002 vide which the powers to sanction study leave to the officers of the Combined Cadre of Administration and Finance working at ICAR Institutes were delegated to the Directors of the respective Institutes.

However, it has been observed that such delegation of powers to the Directors of the Institutes is likely to disrupt the process of rational deployment of available manpower which is being done by ICAR Headquarters after taking a holistic view of requirements of Administrative & Finance officers at various Institutes. Hence a need has been felt to review the existing guidelines regarding grant of study leaves of long durations to officers of Combined Cadres of Administration & Finance and to decide it at the level of ICAR Headquarters. Accordingly, with the approval of competent authority and in supersession of previous orders in this regard, the proposals for sanction/grant of study leave to officers of Combined Cadre of Administration and Finance (AO/FAO and onwards) posted at ICAR Institutes shall henceforth be decided as under:

- (i) Proposals for pursuing any course(s) in India requiring study leave up to 30 days may be examined at the Institute level as per rules and the Director of the Institute will be competent to take final decision on the same.
- (ii) Proposals for pursuing course(s) in India requiring study leave of more than 30 days duration may be sent to the Council for examination and the final decision will be taken by Secretary, ICAR in the matter.

This issues with approval of Director General, ICAR.


(Sandeep Singh Dudi)
Under Secretary (Admn.)

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2. All Officers/Sections at ICAR Hqrs., Krishi Bhawan/KAB-I/KAB-II, NASC Complex.
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