



INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KRISHI BHAVAN NEW DELHI

F.No.1-1/2018-WS

Dated :- 26 Feb., 2018

CIRCULAR

Subject:- Appraisal/Transfer of non-current Public Records more than 25 years old to National Archives of India reg.

In accordance with Clause (c) of the Sub-section (1) of Section 6 of Public Record Act, 1993 read with Rule 5 of Public Records Rules, 1997 which envisages "appraisal of public records which are more than twenty five years old in consultation with the National Archives of India or, ...with a view to retaining public record of permanent value and transfer of these records to National Archives of India. Sub Rule (2) of Rule 9 of the said rule also states that no public record which is more than twenty five years old shall be destroyed by any record creating agency unless it is appraised", the National Archives of India proposes to depute a team for appraisal of records which are more than 25yrs. old with a view to transfer the records of permanent nature to the National Archives of India for scientific preservation and permanent custody.

Accordingly, all Sections of the Council (including ASRB) are requested to provide the information of 25 years old record of permanent nature to the Work Study Section through their respective Division Nodal Heads for necessary action. The information may be submitted within a period of one month from the date of issue of this circular. If no information is received within the stipulated period, NIL information will be presumed and action will be taken accordingly.

This issues with the approval of the competent authority.

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Under Secretary (WS)

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