



## Chapter-4

### Pre-appointment formalities such as Medical Fitness C&A verification and Verification of Claims of SC/ST/OBC/PH

#### 4.1 Medical Examination of candidates for entry into the council's service.

In accordance with rule 10 of the Fundamental and Supplementary Rules, which are applicable to the employees of the ICAR, no person is to be appointed to a post under the Council without a medical certificate of health. However, the Council, under the provisions of decision (2) of F.R.10, can authorize, in relaxation of F.R. 10, the drawal of pay and allowances for a period not exceeding two months in respect of fresh recruits to the Agricultural Research Service without a medical certificate of health, subject to the condition that if the person concerned is subsequently found medically unfit, his services would be terminated after the expiry of the period of one month from the date of communication to him of the findings of the Medical Board if no appeal for a second medical examination is made by him /her during this period or after the case for second medical examination is finally decided if such an appeal is made and accepted. Payment of salary beyond two months and continuous appointment in service will be regulated under the provisions of decision (7), para (2) to (5) of S.R. 4 of the Fundamental and Supplementary Rules. If, however, there is likely to be delay in the medical examination of the candidates, the latter may be allowed to join duty provisionally and arrangements for their medical examination should be made immediately after they have joined their posts. The drawal of pay and allowances will be regulated by the relevant provisions of the Fundamental and Supplementary Rules.

(ICAR letter No. F.7-55/76-Per.I dt. 7-10-1976)

- 4.1.2. The detailed procedure relating to medical examination, appeals against the findings of medical boards etc. are given in the Handbook on Medical Examination published by the Ministry of Health and Family Welfare. These instructions apply mutatis mutandis to the employees of the ICAR as well.
- 4.1.3. The revised regulations for the medical examination of candidates for admission into the Agricultural Research Service are given in **Appendix-XA** which became operative with effect from the 17th October, 1978.

#### 4.2 Verification of Character and Antecedents.

Appointing authority should satisfy itself that the character and antecedents of the person proposed to be appointed are such as do not render him/her unsuitable for appointment to the Council's service. Detailed instructions regarding the procedure to be followed in this behalf are given in a self-contained brochure issued by the Department of Personnel and Administrative Reforms.



### 4.3 Verification of claims of SC/ST/OBC/PH

Every person who claims to belong to SC/ST/OBC/PH etc. has to produce a certificate to the appointing authority as sufficient proof in support of the claim. The appointing authority before issuing offer of appointment should verify the claims of Caste Certificates & PH Certificates such as the Certificates are in the proforma prescribed for such certificates and the certificates have been issued by the prescribed competent authorities.

The appointing authorities should, in the offer of appointment to the candidates claiming to be belonging to SC/ST, include a clause to the effect that the appointment is provisional and is subject to verification of the Caste/Tribe Certificate through proper channels and that if the claim to belong to SC/ST is found to be false, the services will be terminated forthwith without assigning any reason and without prejudice to such further action that may be taken under the Indian Penal Code for production of false certificate.

*(G.I. Dept. of Per. & Trg. O.M. No. 36012/6/88-Estt.(SCT) (SRD III). dated the 24th April, 1990)*