

फैक्स संदेश संख्या 115 / भा.कृ.अ.प. मुख्या.  
दिनांक 20/03/2015  
पृष्ठों की संख्या 03



INDIAN COUNCIL OF AGRICULTURAL RESEARCH  
KRISHI BHAVAN, NEW DELHI

F. No. FIN/12/4/2007-CDN (A&A)

Dated the 20<sup>th</sup> March, 2015

**ENDORSEMENT**

The Government of India, Ministry of Finance, Department of Expenditure has issued instructions regarding approval of holding international/domestic Conferences/Seminars/Workshop, etc.-timely submission of proposals and economy in official expenditure. As approved by the Competent Authority, this O.M. No. 19 (9)/E. Coord./2011 dated the 5<sup>th</sup> March, 2015 has been posted on the ICAR website [www.icar.org.in](http://www.icar.org.in) for information, guidance and strict compliance.

(G.P. Sharma)  
Deputy Director (Fin.)

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6. Sr. PPS to Secretary, DARE & DG, ICAR/PPS to Additional Secretary, DARE & Secretary, ICAR/PPS to SS & FA, DARE/ICAR
7. ✓ Shri Hans Raj, Information System Officer, Agriculture Knowledge Management Units (AKMU), KAB-I Pusa, New Delhi-12 for placing the above mentioned OM in the ICAR Website.
8. Secretary (Staff Side)
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10. Spare copies-10



भारतीय कृषि अनुसंधान परिषद  
**INDIAN COUNCIL OF AGRICULTURAL RESEARCH**  
 कृषि भवन, डॉ० राजेन्द्र प्रसाद मार्ग, नई दिल्ली-110 001  
**Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi 110 001**

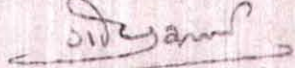


फा0सं0 वित्त/12/4/2007-सीडीएन (एएंडए)

दिनांक ३०/मार्च, 2015

**पृष्ठांकन**

व्यय विभाग, वित्त मंत्रालय, भारत सरकार ने अंतर्राष्ट्रीय/घरेलू सभाओं/समिनारों/कार्यशालाओं आदि के आयोजन के अनुमोदन से संबंधित प्रस्तावों की समय पर प्रस्तुति तथा कार्यालयीन रूखों में किफायत के बारे में दिशा निर्देश जारी किये हैं। जैसा कि सक्षम प्राधिकारी ने अनुमोदित किया है इस कार्यालय ज्ञापन सं. 19(9)/ई. समन्वय/2011 दिनांक 5 मार्च, 2015 को सूचना, मार्गदर्शन और कड़ाई से अनुपालन के लिये आईसीएआर वेबसाइट [www.icar.org.in](http://www.icar.org.in) पर डाल दिया गया है।

  
 (जी.पी. शर्मा)  
 उप निदेशक (वित्त)

**वितरण :**

**I भाकृअप संस्थान :**

1. सभी अनुसंधान संस्थानों/परियोजना निदेशालयों और राष्ट्रीय अनुसंधान केन्द्र/ब्यूरो के निदेशक/संयुक्त निदेशक/परियोजना निदेशक।
2. परियोजना समन्वयक/समन्वित अनुसंधान परियोजना/क्षेत्रीय परियोजना निदेशक।
3. सभी अनुसंधान संस्थानों, परियोजना निदेशालयों और राष्ट्रीय अनुसंधान केन्द्रों के वित्त एवं लेखा अधिकारी

**II भाकृअप मुख्यालय :**

1. सभी अधिकारी/अनुभाग, भाकृअप, कृषि भवन, नई दिल्ली सहित कृषि अनुसंधान भवन I एवं II, एनएएससी, पूसा, नई दिल्ली
2. अध्यक्ष, एएसआरबी
3. सहायक महानिदेशक (सीडीएन)/सहायक महानिदेशक (पीआईएम)/परियोजना निदेशालय, डीकेएमए
4. एनसी, एनएफबीएसएफएआरए
5. निदेशक (प्रशा.), भाकृअप मुख्यालय/निदेशक (डेयर)
6. सचिव, डेयर एवं महानिदेशक, भाकृअप, के वरिष्ठ प्रधान निजी सचिव/अजर सचिव, डेयर एवं सचिव भाकृअप, के प्रधान निजी सचिव/विशेष सचिव एवं वित्तीय सलाहकार, डेयर/भाकृअप के प्रधान निजी सचिव
7. श्री हंस राज, सूचना प्रणाली अधिकारी, कृषि ज्ञान प्रबंधन इकाई (एकेएमयू), कैब-1 पूसा, नई दिल्ली-12 को उपर्युक्त उल्लिखित कार्यालय ज्ञापन भाकृअप की वेबसाइट में अपलोड करने के लिए
8. सचिव (स्टॉफ साइड)
9. गार्ड फाईल
10. अतिरिक्त प्रतियां - 10

No. 19(9)/E.Coord/2011  
Government of India  
Ministry of Finance  
Department of Expenditure

North Block, New Delhi.  
5<sup>th</sup> March, 2015.

OFFICE MEMORANDUM

**Subject:** Approval for holding international/domestic Conferences/Seminars/Workshops, etc.-timely submission of proposals and economy in official expenditure.

Reference is invited to the instructions issued by this Department under O.M. of even number dated 13<sup>th</sup> September, 2011 on the above subject, which stipulate that proposals for approval of Secretary (Expenditure) and/or Cabinet Secretary (where such approval is prescribed) are to be submitted at least one month before the actual event and before invitations are issued by the Administrative Ministry.

2. It has been observed that not only are the timelines for submission of cases not being adhered to by Ministries/Departments, large number of cases are being referred to Department of Expenditure seeking post-facto approval. This has been viewed very seriously and it is requested that the stipulated timeline for submission of proposals is adhered to. It may be noted that henceforth, delayed proposals will not be processed unless accompanied by a Delay Report containing reasons for the delay, duly approved by the Administrative Secretary.

3. It may also please be ensured that instructions contained in Cabinet Secretary's D.O. letter no. 213/1/2/2015-CA.IV dated 11<sup>th</sup> February, 2015 regarding ban on holding of meetings and conferences in Five Star Hotels except in the case of bilateral/multilateral official engagement are also strictly adhered to considering that Government has been laying stress on the need to effect economy in official expenditure.

*Annie George Mathew*  
(Annie George Mathew)  
Joint Secretary (Personnel)  
Tel. : 2309 3283

1. All Secretaries to the Government of India (by name)
2. All Financial Advisors