

Foreword



Indian Council of Agricultural Research, since its establishment in 1929, have grown horizontally as well as vertically for coordinating research in agriculture, animal sciences and allied fields including development of agricultural education. It has played a pioneering role in ushering Green Revolution and subsequent developments in agriculture which enabled the country to increase the production of food grains, horticultural crops, fish produce, milk and poultry since 1950-51. A wide Network of 97 Research Institutes (including 5 Deemed Universities), 8 Zonal Project Directorates and 78 All India Coordinated and Network Projects are testimony to the gigantic size of this vibrant organization and an indicator of mammoth and massive efforts being put for the cause of agricultural farmers

To manage man-power resources of such a huge research organisation, the Council constituted Agricultural Research Service (ARS) and Technical Service and framed Rules to regulate these services which are hallmark of ICAR Personnel Policies for its Scientific and Technical Staff. Similarly, Administrative services have also been revamped through two Cadre-Reviews. Supporting Services have been upgraded to “Skilled Supporting Staff” consequent to adoption of 6th Central Pay Commission. Further, Auxiliary staff has been suitably merged into Technical & Administrative Categories so as to create promotional avenues. With these changes/modifications, revised guidelines/instructions/rules have been framed and issued from time to time. However, these instructions/guidelines/rules have not been compiled and available at one place.

A need was felt to bring out a complete ICAR Manual of Establishment and Administration compiling all relevant rules/instructions issued from time to time. An effort has therefore been made to bring out Manual of Establishment & Administration which is an extensive exposition of all Administrative & Financial matters issued by ICAR/Govt. of India. It is hoped that this Manual will serve as a useful hand book to all Directors of ICAR Research Institutes and Heads of offices in handling day to day administrative matters in conformity with the rules & regulations issued by the Council/Govt. of India.

I commend the tireless efforts of Shri J. Ravi, Director (P), ICAR and his colleagues for taking initiative in bringing out this Manual of Establishment & Administration. I also compliment the contributions of Sh. J. K. Kewalramani, Joint Director (Admn.) and Registrar, NDRI, Karnal and Sh. Sodhi Singh, former Deputy Secretary of ICAR, in compiling relevant information for the Manual of Establishment & Administration.

A handwritten signature in black ink, appearing to read 'S. Ayyappan'.

(S. Ayyappan)
Secretary

Department of Agricultural Research and Education
and

Director General

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