

Chapter 11

Transfer

11.1 Scientific

11.1.1 A scientist shall be liable to transfer to any place in India

A scientist may be required to serve a minimum period of time in a backward or comparatively less developed area of the country as may be determined and decided by the controlling authority.

(Rule 20 of the A.R.S. Rules)

11.2 The following guidelines will govern the transfer of scientists of A.R.S. from one place to another.

11.2.1 The transfers will be made:

11.2.2 To correct imbalance in the cadre strength of scientists in various disciplines at different Institutes

11.2.3 For filling up positions in high priority project, direct recruitment to which through the Agricultural Scientists Recruitment Board may result in delay in the implementation of programmes;

11.2.4 For utilizing the experience of scientists in appropriate fields

11.2.5 For posting of scientists in backward or comparatively less developed areas in accordance with the provisions of rule 20(2) of Agricultural Research Service Rules. The posting of scientists in these areas will be for a period of 3 to 5 years and the requests for transfer of scientists who have already remained in these areas for longer periods will be considered.

11.2.6 For administrative reasons like disciplinary proceedings, unsuitability of officers for a particular assignment etc.

11.2.7 Postings and transfers of scientists engaged in extension work will be made having regard to their knowledge of the local language.

11.2.8 In case of teaching institutes like Indian Agricultural Research Institute, Indian Veterinary Research Institute, National Dairy Research Institute, Central Institute of Fisheries Education the teaching commitments of the scientists concerned will be taken into consideration while making transfers.

11.2.9 In addition to the above situations, requests from scientists for transfer to places where they can improve their qualifications will also be considered sympathetically.

11.2.10 While transfer from one Station/Centre to another Station/Centre of the same Institute will continue to be made by the Directors, Transfer from one Institute to another will be made by the Headquarters after taking into consideration the views of the concerned Directors.

(ICAR letter No. 8-16/76. Per.IV dt. 27.9.1977)



11.2.11 Transfers from Regional Stations to the Headquarters of the institutes and vice versa:-

The following are the guidelines that govern such transfers:

11.2.12 The qualifications and the particular discipline in which the candidate is working against the post in the Regional Station/Institute should be the same in the case of the identical cadre or post at the Headquarters/any Station, against which such an Officer is proposed to be transferred.

11.2.13 The officer must have served for at least five years before he could be transferred.

(ICAR letter No. 4-20/68-Reorg(Adm) dt. 18-12-71)

Inter-Institutional Transfers:-

The inter-institutional transfers shall be regulated by following guiding principles.

11.2.14 Scientific posts, recruitment to which is made from open market either wholly or partly.

11.2.15 Inter-Institutional transfers against equivalent posts are not normally admissible. However, in special cases, there may be no objection to such transfers, provided the candidate is otherwise acceptable to the Institute to which he seeks his transfer and transfer is in the research/public interest.

As per the existing instructions, inter-institutional transfers of scientists are considered by the transfer committee at the Hqrs. of the The Council. Meeting of the transfer committee at the Hqrs. of the Council is normally convened in Feb/ March every year, i.e. before the new academic session starts. It has, however been observed that transfer requests from the scientists are received throughout the year directly at the Council. Further, inspite of the condition of rendering a minimum period of 5 years at the respective places of posting, Scientists/Sr.Scientists/ Principal Scientists who have not completed the mandatory period of 5 years send their applications for transfer directly to the Council. This creates dislocation of normal work and mounting pendency at the Hqrs.

1. The transfer committee meeting will be held in March and September every year.
2. The Directors of the Institute will forward a list of scientists who have applied for transfer along with their comments by 31st January and 31st July of every year for consideration of the transfer committee at the ICAR Hqrs.
3. No request for transfer of from Scientists/Sr.Scientists/Pr.Scientists will be entertained directly at Hqrs. of the Council.
4. The transfer cases which are listed in the information furnished by the institute will only be considered in the transfer committee.
5. Intra-institutional transfers from one station/center to another station/centre within the institute will continue to be made by the Directors of the Institute.



6. Extraneous and outside pressure against postings/transfers made according to the above pattern shall attract the provisions of CCS (Conduct Rules.) as applicable to the Councils employees.

(ICAR letter No. 7(3)/2013.Per.IV dated 11th July 2013)

11.3 Technical

- 11.3.1 The Technical service is institute based service. However the technical personnel are liable to be transferred anywhere in India.

11.3.2 For Inter Institutional transfer of technical personnel, the following procedure is adopted.

- 11.3.3 An employee shall submit his/her application addressed to the Director of the institute where he wants to go through proper channel.

Such application shall be forwarded by the Director to his counterpart in that institute where the employee seeks transfer, if the parent Institutes has no objection for release of the employee.

- 11.3.4 Upon receipt of the application, the concerned institute shall consider the request of the employee on the basis of his ACRs etc.

In case the transfer is agreed by the Director of the institute where the employees are interested to go, he shall issue orders for appointment of the employee in the institute on transfer basis.

Similar procedure will be adopted in case of requests made on mutual transfer basis.

(ICAR No. 19(1)/2002-Estt.IV dated 10.10.2006)

11.4 Administrative

The employees of administrative categories are appointed by the respective institutes and ICAR Headquarters as per the sanctioned posts. They are however, liable to transfer from one institute to another, from institute to headquarter or vice versa or to any other places in India. In this category there is a combined cadre of Administrative Officer and Finance & Accounts officer. Postings/Transfers of the members of the Service are made by the ICAR Headquarter as per the sanctioned posts and in public interest. They are however, liable to be transferred to any institute, station or centre of the ICAR all over India. The institute-wise posting of the members of the Service will be on fixed tenure of 4 years, extendable by 2 years. Relaxation in individual case on merit may be made to the discretion of the competent authority.

Transfer of administrative staff within the Regional Station of the institute can be made by the Directors of ICAR Institutes in public interest/administrative reasons.

Class III and Class IV employees of the Institute/Regional/Sub-stations will not be transferred for the reasons that they are ordinarily recruited by local advertisement or by inviting nominations from Regional Employment Exchange; unless their term of appointment provide for such inter-transfers.



Transfer of Post.

The Directors of the ICAR research institutes/NRC's/PD/Bureau can redeploy the post within the Institute where as the post from one institute to another institute can only be redeployed at the level of DG, ICAR.

(ICAR No.41 (2)/2005 Pre. IV Dt. 19.7.2005)