



MOST IMMEDIATE

भारत सरकार
Govt. of India
कृषि मंत्रालय
Ministry of Agriculture
कृषि अनुसंधान एवं शिक्षा विभाग
Department of Agricultural Research & Education
कृषि भवन नई दिल्ली - 110 001
Krishi Bhawan, New Delhi -110 001

F.No.1-49/2002-ICR
Dated: October 4, 2002.

CIRCULAR

1. All Directors of ICAR Research Institutes
2. All Project Coordinators/Zonal Coordinators
3. All Registrars of Agril. Universities

Subject:- Re-iteration of guidelines/procedure for consideration of applications/proposals for foreign assignments made in response to open advertisement/vacancy announcement by International Organizations/foreign Governments/Agencies including FAO of the United Nations - Regarding.

Sir,

It has come to the notice of this Department that proposals for consideration of the cases on the subject are being forwarded by some institutes to this Department without observing the DOP&T guidelines/instructions as circulated by this Department. In some cases, the requisite check lists submitted by the candidates have not been properly examined. Sometimes, it is also not indicated that the officer concerned has sent an advance copy of his/her application to the office concerned. Needless to say that such incomplete proposals cause delays, unnecessary correspondence. Often, by the time the requisite formalities are completed, the deadlines for submission of applications also lapses. In view of this, it has been felt to re-iterate the instructions afresh so that the aforesaid procedure is regulated accordingly in future.

The guidelines/instructions of DOP&T/Govt. of India as provided under section 8.11 of the consolidated instructions are reproduced/re-iterated below for ready reference:-

"Application against Open Advertisement: The Government employees may apply in response to the open or public advertisement of vacancies by the international organisations and foreign Govts. with the prior permission of the cadre controlling authority concerned. In rare cases, when the time available for submitting the application is short, an officer may send his application to the concerned agency in advance with a copy to his cadre controlling authority and this may be confirmed or withdrawn subsequently depending on the decision of the authority. The cadre controlling authorities would consider each case only from the point of view of whether the officer could be spared or not; no other general considerations should be applied in taking a decision in the case. An officer may be permitted to apply in response to a public advertisement even if he has completed the permitted number of years he can spend in international assignment in his career. However, in such a case, he would have to resign or take retirement from Government service on selection. A Government employee applying for an international assignment in response to public

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advertisement will not be given the status of "official nominee" for the assignment. Correspondence relating to the grant or denial of permission will be between the officer and the cadre controlling authority/Government and later will not correspond with the international organisation on the subject".

It is requested that these guidelines be brought to the notice of all concerned for information, guidance and strict compliance in future. It may be noted that this Department will consider such requests for grant of permission to the applicant for applying direct for the position applied for and not forward his/her application to the concerned organizations, under the aforesaid instructions of DOP&T/Govt. of India.

Eligibility criteria/conditions:

1. The officers must have completed five years service and not had been on foreign assignment for the duration of more than six months during the last two years.
2. The officer must not be under bond obligation.
3. The officer should be free from vigilance/disciplinary angle.

The requests of prospective candidates seeking permission/cadre clearance from this Department should be complete in all respect, examined in the light of facts/observations made out above and accompanied with the check list relating to foreign deputation duly countersigned by the Director/Registrar/DDG, as the case be, alongwith an application/bio-data of the official and other usual documents/certificates required in such cases.

Receipt of this letter may please be acknowledged.

Yours faithfully,

Jarnail Singh
(Jarnail Singh)

Under Secretary to the Govt. of India.

Copy forwarded for information and similar action to:-

1. DDGs/ADGs/Principal Scientists, ICAR.
2. Director, DARE/Director (P)/DS(A), ICAR.
3. Sr.PPS to DG/Sr.PS to Secretary, ICAR.
4. Library, ICAR.
5. Guard File/Spare copies (Ten)

Jarnail Singh
(Jarnail Singh)

Under Secretary to the Govt. of India.