

A FRAMEWORK FOR TRANSPARENCY AUDIT

The RTI Act under section 4 provides a comprehensive framework for promoting openness in the functioning of the public authorities.

While Section 4(1) (a) provides a general guideline for record management, so that the information could be easily stored and retained, the sub-sections b, c and d of Section 4 relate to the organizational objects and functions. Sub-sections (b), (c) and (d) of Section 4 of the RTI Act and other related information can be grouped under six categories; namely, 1- organisation and function, 2- Budget and programmes, 3- Publicity and public interface, 4- E. governance, 5- Information as prescribed and 6. Information disclosed on own initiative.

1. Organisation and Function

S. No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
1.1	Particulars of its organisation, functions and duties [Section 4(1)(b)(i)]	(i) Name and address of the Organization	Fully met https://cicr.org.in/
		(ii) Head of the organization	Fully met https://cicr.org.in/about-us/cicr-aboutus-cicr-dir-msg/
		(iii) Vision, Mission and Key objectives	Fully met https://cicr.org.in/about-us/cicr-aboutus-genesis/
		(iv) Function and duties	Fully met https://cicr.org.in/about-us/about-cicr-mandate-duplicate-1/
		(v) Organization Chart	Fully met https://cicr.org.in/about-us/cicr-aboutus-organogram/
		(vi) Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt	Fully Met https://cicr.org.in/

1.2	Power and duties of its officers and employees [Section 4(1) (b)(ii)]	(i) Powers and duties of officers (administrative, financial and judicial)	Fully Met ANNEXURE -I
		(ii) Power and duties of other employees	Fully Met ANNEXURE -I
		(iii) Rules/ orders under which powers and duty are derived and	Fully Met ANNEXURE -I
		(iv) Exercised	Fully Met ANNEXURE -I
		(v) Work allocation	Fully Met ANNEXURE -I
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]	(i) Process of decision making Identify key decision making points	Fully Met ANNEXURE - II
		(ii) Final decision making authority	Fully Met ANNEXURE - II
		(iii) Related provisions, acts, rules etc.	Fully Met ANNEXURE - II
		(iv) Time limit for taking a decisions, if any	Fully Met ANNEXURE - II
		(v) Channel of supervision and accountability	Fully Met ANNEXURE - II
1.4	Norms for discharge of functions [Section 4(1)(b)(iv)]	(i) Nature of functions/ services offered	Fully Met ANNEXURE -III
		(ii) Norms/ standards for functions/ service delivery	Fully Met ANNEXURE -III
		(iii) Process by which these services can be accessed	Fully Met ANNEXURE -III
		(iv) Time-limit for achieving the targets	Fully Met ANNEXURE -III
		(v) Process of redress of grievances	Fully Met ANNEXURE -III
1.5	Rules, regulations,	(i) Title and nature of the record/ manual /instruction.	Fully Met ANNEXURE -IV

	instructions manual and records for Discharging functions [Section 4(1)(b)(v)]	(ii) List of Rules, regulations, instructions manuals and records.	Fully Met ANNEXURE - IV
		(iii) Acts/ Rules manuals etc.	Fully Met ANNEXURE - IV
		(iv) Transfer policy and transfer orders	Fully Met ANNEXURE - IV
1.6	Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]	(i) Categories of documents	Fully Met ANNEXURE -V
		(ii) Custodian of documents/categories	Fully Met ANNEXURE -V
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]	(i) Name of Boards, Council, Committee etc.	Fully Met ANNEXURE -VI
		(ii) Composition	Fully Met ANNEXURE - VI
		(iii) Dates from which constituted	Fully Met ANNEXURE - VI
		(iv) Term/ Tenure	Fully Met ANNEXURE - VI
		(v) Powers and functions	Fully Met ANNEXURE - VI
		(vi) Whether their meetings are open to the public?	Fully Met ANNEXURE - VI
		(vii) Whether the minutes of the meetings are open to the public?	Fully Met ANNEXURE - VI
		(viii) Place where the minutes if open to the public are available?	Fully Met ANNEXURE - VI

1.8	Directory of officers and employees [Section 4(1) (ix)]	(i) Name and designation	Fully Met https://cicr.org.in/about-us/cicr-aboutus-staff/
		(b)(ii) Telephone , fax and email ID	Fully Met https://cicr.org.in/about-us/cicr-aboutus-staff/
1.9	Monthly Remuneration Received by officers & employees including system of compensation [Section 4(1) (b) (x)]	(i) List of employees with Gross monthly remuneration	Fully Met Office Record
		(ii) System of compensation as provided in its regulations	Not applicable will be treated as fully met
1.10	Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]	(i) Name and designation of the public information officer (PIO), Assistant Public Information (s) & Appellate Authority	Fully Met https://cicr.org.in/service-units/cicr-services-units-rti/
		(ii) Address, telephone numbers and email ID of each designated Official.	
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))	No. of employees against whom disciplinary action has been	Nil will be treated as fully met/partially met
		(i) Pending for Minor penalty or major penalty proceedings	
		(ii) Finalised for Minor penalty or major penalty proceedings	Nil will be treated as fully met/partially met

1.12	Programmes to advance understanding of RTI (Section 26)	(i) Educational programmes	not met- Not applicable will be treated as fully met
		(ii) Efforts to encourage public authority to participate in these programmes	not met- Not applicable will be treated as fully met
		(iii) Training of CPIO/APIO	not met- Not applicable will be treated as fully met/partially met
		(iv) Update & publish guidelines on RTI by the Public Authorities concerned	Fully Met https://cicr.org.in/service-units/cicr-services-units-rti/
1.13	Transfer policy and transfer orders [F No. 1/6/2011- IR dt. 15.4.2013]		Fully Met ANNEXURE – VII

2. Budget and Programme

S.No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
2.1	Budget allocated to each agency including all proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]	(i) Total Budget for the public authority	Fully Met Office Records
		(ii) Budget for each agency and plan & programmes	Fully Met Office Records
		(iii) Proposed expenditures	Fully Met Office Records
		(iv) Revised budget for each agency, if any	
		(v) Report on disbursements made and place where the related reports are available	
2.2	Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11.9.2012)	(i) Budget	not met- Not applicable will be treated as fully met/partially met
		(ii) Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department. a) Places visited b) The period of visit c) The number of members in the official delegation d) Expenditure on the visit	
		(iii) Information related to procurements a) Notice/tender enquires, and corrigenda if any thereon, b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, c) The works contracts concluded – in any such combination of the above-and	Fully Met Office Records

		d) The rate /rates and the total amount at which such procurement or works contract is to be executed.	
2.3	Manner of execution programme	(i) Name of the programme of activity	Fully Met Office Records
		(ii) Objective of the programme	Fully Met Office Records
		(iii) Procedure to avail benefits	Fully Met Office Records
		(iv) Duration of the programme/ scheme	Fully Met Office Records
		(v) Physical and financial targets of the programme	Fully Met Office Records
		(vi) Nature/ scale of subsidy /amount allotted	Fully Met Office Records
		(vii) Eligibility criteria for grant of subsidy	Fully Met Office Records
		(viii) Details of beneficiaries of subsidy programme (number, profile etc)	Fully Met Office Records
		2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt.
(ii) Annual accounts of all legal entities who are provided grants by public authorities	Not applicable		
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)]	(i) Concessions, permits or authorizations granted by public authority	Not applicable
		(ii) For each concessions, permit or authorization granted a) Eligibility criteria b) Procedure for getting the concession/ grant and/ or permits of authorizations c) Name and address of the recipients given concessions/ permits or authorisations d) Date of award of concessions /permits of authorizations	Not applicable
2.6	CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament.	Fully Met Office Records

3. **Publicity Band Public interface**

S. No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section4(1)(b)(vii)] [F.No 1/6/2011-IR dt. 15.04.2013]	<p>Arrangement for consultations with or representation by the members of the public</p> <p>(i) Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens</p> <p>(ii) Arrangements for consultation with or representation by</p> <p>a) Members of the public in policy formulation/ policy implementation</p> <p>b) Day & time allotted for visitors</p> <p>c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants</p> <p>Public- private partnerships (PPP)</p> <p>(i) Details of Special Purpose Vehicle (SPV), if any</p> <p>(ii) Detailed project reports (DPRs)</p> <p>(iii) Concession agreements.</p> <p>(iv) Operation and maintenance manuals</p> <p>(v) Other documents generated as part of the implementation of the PPP</p> <p>(vi) Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government</p> <p>(vii) Information relating to outputs and outcomes</p> <p>(viii) The process of the selection of the private sector party (Concessionaire etc.)</p> <p>(ix) All payment made under the PPP project Concession agreements.</p>	not met- Not applicable will be treated as fully met

3.2	Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive;	not met- Not applicable will be treated as fully met
		(i) Policy decisions/ legislations taken in the previous one year	
		(ii) Outline the Public consultation process	
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]	Use of the most effective means of communication	Fully Met https://www.cicr.org.in/
		(i) Internet (website)	
3.4	Form of accessibility of information manual/ handbook [Section 4(1)(b)]	Information manual/handbook available in	Fully Met https://www.cicr.org.in/
		(i) Electronic format	Fully Met Office records
3.5	Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]	List of materials available	Fully Met https://www.cicr.org.in/
		(i) Free of cost	
		(ii) At a reasonable cost of the medium	

4. E. Governance

S.No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
4.1	Language in which Information Manual/Handbook Available	(i) English	Fully Met https://cicr.org.in/resources/resources-e-books/
		(ii) Vernacular/ Local Language	Fully Met https://cicr.org.in/resources/resources-e-books/
4.2	When was the information Manual/Handbook last updated? [F No. 1/6/2011-IR dt 15.4.2013]	(i) Last date of Annual update	Fully Met Yearly Update https://cicr.org.in/resources/resources-e-cicr-annual-reports/
4.3	Information available in electronic form [Section 4(1)(b)(xiv)]	(i) Details of information available in electronic form	Fully Met https://cicr.org.in/resources/
		(ii) Name/ title of the document/record/ other information	Fully Met https://cicr.org.in/resources/
		(iii) Location where available	Fully Met https://cicr.org.in/resources/
4.4	Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]	(i) Name & location of the faculty	Fully Met https://www.cicr.org.in/
		(ii) Details of information made available	Fully Met https://cicr.org.in/service-units/cicr-services-units-rti/

		(iii) Working hours of the facility	
		(iv) Contact person & contact details (Phone, fax email)	Fully Met https://cicr.org.in/about-us/cicr-aboutus-director-contact-us/
4.5	Such other r be prescribed under section 4(i) (b)(xvii)	(i) Grievance redressal mechanism	Fully Met Office Records
		(ii) Details of applications received under RTI and information provided	Fully Met Office record and https://cicr.org.in/service-units/cicr-services-units-rti/
		(iii) List of completed schemes/ projects/ Programmes	Fully Met Office record
		(iv) List of schemes/ projects/ programme underway	
		(v) Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	
		(vi) Annual Report	https://cicr.org.in/resources/resource-cicr-annual-reports/
		(vii) Frequently Asked Question (FAQs)	not met- Not applicable will be treated as fully met
		(viii) Any other information such as a) Citizen's Charter	Fully Met Office Records
		b) Result Framework Document (RFD)	Fully Met Office Records
		c) Six monthly reports on the	not met- Not applicable will be treated as fully met
		d) Performance against the benchmarks set in the Citizen's Charter	

4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt.15.04.2013]	(i) Details of applications received and disposed	Fully Met Office Records
		(ii) Details of appeals received and orders issued	
4.7	Replies to questions asked in the parliament [Section 4(1)(d)(2)]	Details of questions asked and replies given	Fully Met Office Records

5. Information as may be prescribed

S. No.	Item	Details of disclosure	Remarks/ Reference Points
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 1/6/2011-IR dt. 15.4.2013]	(i) Name & details of (a) Current CPIOs & FAAs (b) Earlier CPIO & FAAs from 1.1.2015	Fully Met https://cicr.org.in/service-units/cicr-services-units-rti/
		(ii) Details of third party audit of voluntary disclosure (a) Dates of audit carried out (b) Report of the audit carried out	https://dsscic.nic.in/question/audit
		(iii) Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD (a) Date of appointment (b) Name & Designation of the officers	https://cicr.org.in/service-units/cicr-services-units-rti/
		(iv) Consultancy committee of key stake holders for advice on suo-motu disclosure (a) Dates from which constituted (b) Name & Designation of the officers	https://dsscic.nic.in/question/audit
		(v) Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI (a) Dates from which constituted (b) Name & Designation of the Officers	https://cicr.org.in/service-units/cicr-services-units-rti/

6. Information Disclosed on own Initiative

S. No.	Item	Details of disclosure	Remarks/ Reference Points
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information		https://cicr.org.in/
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Public Grievance and Pensions, Govt. Of India)	<ul style="list-style-type: none"> (i) Whether STQC certification obtained and its Validity. (ii) Does the website show the certificate on the Website? 	<p style="text-align: center;">Fully Met https://cicr.org.in/</p>

ANNEXURE -I

Powers and duties of officers and employees.

Rules/Procedures under GFR/FR & SR etc. and instructions of Council /Govt. of India issued from time to time are to be strictly followed while exercising the powers.

ANNEXURE -II

Procedure followed in decision making process

The Director is assisted by Heads of Division to monitor the research progress in Institute Research Committee meetings every six months. The Research Advisory Committee refines and recommends research activities. Institute is also monitored by Institute Management Committee and Quinquennial Review Team which is constituted by the ICAR, New Delhi. Besides, there are Study Circle meetings every month. Institute budget is presented and sanction obtained from the five-year plans of Govt. of India. Institute Joint Staff Council takes care of the staff problems.

The procedure indicated in Manual of Office Procedure (MOP) for decision making is complied with in the Indian Council of Agricultural Research. Accordingly, Asst. Administrative Officer takes action with the help of staff (Assistant, UDC and LDC) posted in his Section in accordance with the departmental instructions prescribing the level of final disposal and channel of submission for each category of cases. The Asst. Administrative Officer submits the file to Senior Administrative Officer through Administrative Officer. All cases to be submitted to Council are routed through Director, ICAR-CICR, Nagpur

ANNEXURE -III

Norms for discharge of functions

Efforts are made to deal with the cases as expeditiously as possible in accordance with the rules, regulations and other instructions issued from time to time. The time schedule for disposing of some of the cases is defined in the relevant rules/instructions

ANNEXURE –IV

Rules, regulations, instructions manual and records for discharging functions

- Establishment & Administration Manual
- Fundamental Rules & Supplementary Rules (General Rules)
- Fundamental Rules & Supplementary Rules (Traveling Allowance Rules)
- Fundamental Rules & Supplementary Rules (Leave Rules)
- General Financial Rules Delegation of Financial Powers Rules
- Pension Rules
- Seniority & Promotion Rules
- Manual of Office Procedure
- Conduct Rules
- House Building Rules
- CCS (CCA) Rules
- Brochure on Verification of Character & Antecedents
- Instructions, guidelines etc. issued by the Department of Personnel & Training, Ministry of
- Rules and Bye-laws of the ICAR Society
- Delegation of Powers
- ARS Rules
- Handbook on Technical Service Rules
- Recruitment. Rules framed for different posts in ICAR
- Seniority Lists in respect of various cadres / posts

Transfer policy and transfer orders

The Transfer Policy is being followed as per Guidelines/instructions regarding Inter-Institution transfer of Administrative /Support Staff.

ANNEXURE –V

Categories of documents held by the authority under its control

- (I) There are various Divisions/Sections/Units in the ICAR-CICR. Each Div/Sec/Units have the files, documents /records relating to their respective Sections along with the references and the correspondence.
- (II) Respective Heads of Division/ SAO/AO/FAO/AAO's & Dealing Assistant of Section.

ANNEXURE -VI

List of Committees

Project Monitoring & Evaluation Committee(PMC)	Director, ICAR-CICR – Chairman Head, Division of Crop Protection- Member Head, Division of Crop Improvement - Member Head, Division of Crop Production, - Member Head, PME Cell- Member Secretary
Priority Setting, Monitoring & Evaluation (PME) Cell (RCM Unit, IRC,RAC,QRT,,AKMU)	<ul style="list-style-type: none">• Dr. K. P. Raghavendra - Head, PME• Dr. R. Jaya Kumaravardan, Scientist (Ag. Economics) - Member• Mrs. Vandana Satish, STO - Member• Shri. Paresh Bhoyar, Technician - Member Co-opted members from Divisions & Regional Stations <ul style="list-style-type: none">• Dr. Rahul Phuke, Scientist, Crop Improvement• Dr. Shivaji Thube, Scientist, Crop Protection• Dr. Pooja Verma, Scientist, Crop Production• Dr. Annie Sheeba, Sr. Scientist, CICR RS, Coimbatore• Dr. Subhash Chandra, Scientist, CICR RS, Sirsa Associated Members <ul style="list-style-type: none">• Dr. Neelkanth Hiremani, Scientist & Member Secretary (IRC)• Dr. B.B. Fand, Sr. Scientist, & Member Secretary (RAC)• Dr. Dr. K. Velmourougane, Pr. Scientist & Member Secretary (QRT)• In-charge, AKMU
Institute Research Committee (IRC) and PIMS	<ul style="list-style-type: none">• Dr. Neelkanth Hiremani, Scientist, Member Secretary, IRC & PIMS Nodal Officer• Dr. R. Jaya Kumaravardan, Scientist, Joint Secretary, IRC• Dr. S. K. Sain, Pr. Scientist, CICR RS, Sirsa• Dr. P Valarmathi, Scientist, ICAR-CICR RS, Coimbatore
Institute Technology Monitoring Committee (ITMC)	<ul style="list-style-type: none">• Director, ICAR-CICR -Chairman• Head of Divisions and Regional stations, ICAR-CICR- Members• Dr. Vinita Gotmare, Pr. Scientist -Technical Expert• Dr. B .B.Fand, Sr. Scientist -Technical Expert• IRC Secretary -Member• Dr. K. Pandiyan, I/c GTC (CIRCOT), Nagpur – External Member• Dr. K.Velmourougane, I/c ITMU - Member Secretary
Institute Technology Monitoring Unit (ITMU)	<ul style="list-style-type: none">• Dr. K. Velmourougane, Pr. Scientist - In-charge• Dr. B.B. Fand, Sr. Scientist - Member
Academic Cell (IARI Nagpur Hub)	<ul style="list-style-type: none">• Dr. G. T. Behere – Academic Coordinator• Members : Dr. K. P Raghavendra, Dr. BB Fand, Dr. R. Jaya Kumaravardan, Dr. Pooja Verma, Mrs. Swati Dixit, Mrs. Chetali Rodge, Sh. Mahesh Tiwari
Institute Germplasm Registration Committee	<ul style="list-style-type: none">• Director, ICAR-CICR - Chairman• Head of Divisions, ICAR-CICR, Nagpur– Members

	<ul style="list-style-type: none"> • Dr. M. Saravanan, Sr. Scientist – Member • Dr. Rahul Phuke, Scientist– Member • Dr. Vinita Gotmare, Pr. Scientist- Member Secretary
Agricultural Technology information centre (ATIC)	<ul style="list-style-type: none"> • Incharge Head, KVK • Dr. U V Galkate, SMS, KVK - Member • Mrs. Sunita Chauhan, SMS, KVK -Member • Dr. Deepa Lal, SMS, KVK - Member • Dr. Mayur Meshram, STA, KVK - Member
Institute Technology Park - Demonstration Committee	<ul style="list-style-type: none"> • Dr. Ramkrushna G. I , Sr. Scientist - Nodal Officer • Dr. R.Ramteke, Pr. Scientist - Member • Dr. Rachna Pande, Sr. Scientist - Member • Dr. M. Saravanan, Sr. Scientist - Member • Dr. Neelkanth Hiremani, Scientist - Member • Shri. Homraj Mundafale, TA - Member • Mrs. Pooja Ghonge, Technician - Member • Shri. Pankaj Gadge, Technician - Member • Dr. Mayur Meshram, KVK - Member
Farm Advisory Committee	<ul style="list-style-type: none"> • Director, ICAR-CICR - Chairman • All HODs, ICAR-CICR, Member • Dr. Sunil Mahajan, Pr. Scientist, Member • Dr. Ramkrushna G. I., Sr. Scientist, Member • Dr. Shivaji Thube, Scientist, Member • Dr. P.B. Deulkar, CTO, Member • Senior Administrative Officer, ICAR-CICR, Member • Finance and Accounts Officer, ICAR-CICR, Member • Shri. Ghanshyam Deogirikar, Farm In-charge - Member Secretary
Farm Produce disposal Committee	<ul style="list-style-type: none"> • Dr. Blaise Desouza, Pr. Scientist - Chairman • Dr. A. Manikandan, Sr. Scientist, Member • Dr. Neelkanth Hiremani, Scientist - Member • Dr. P.B. Deulkar, CTO, KVK, Member • Shri Pankaj Gadge, Technician - Member • SAO & FACO, CICR - Member • Shri. Ghanshyam Deogirikar, Farm In-charge - Member Secretary
Mera Gaon Mera Gaurav	<ul style="list-style-type: none"> • Dr. S. Usha Rani, Pr. Scientist (Agri. Extension),ICAR-CICR RS, Coimbatore- Nodal Officer • Co-ordinators: Dr. S.K.Sain, Pr. Scientist (Plant Pathology), ICAR-CICR, RS, Sirsa, Dr. S.P. Gawande, Sr.Scientist (Plant Pathology),ICAR-CICR, Nagpur
Scheduled Caste Sub-Plan (SCSP/DAPSC) Committee	<ul style="list-style-type: none"> • Dr. J.H. Meshram, Pr. Scientist - Nodal Officer • Members: Dr.Ramkrushna G.I, Sr.Scientist; Dr. S.P.Gawande, Sr.Scientist; Dr. B.B. Fand, Sr.Scientist; Dr. N.S. Hiremani, Scientist, Dr. U. V. Galkate, SMS; Shri. Akshay Kamble, T1; Sh Shiopal Mandape, STA; CAO/SAO; FAO
Tribal Sub Plan (DAPST)	<ul style="list-style-type: none"> • Nodal Officer: Dr. Dipak Nagrale, Sr.Scientist (Pathology) • Members: Dr. Shivaji Thube, Scientist, Dr. UV Galkate , SMS (Veterinary Sciences),Dr. Rakesh Kumar, Scientist, Shri. Sujit Kumbhare , Technician
NEH Region Fund	<ul style="list-style-type: none"> • Nodal Officer: Dr. Ramkrushna G. I., Sr. Scientist

NEH Committee	<ul style="list-style-type: none"> • Director, ICAR-CICR (Chairman) • Dr. K. P. Raghavendra, Sr. Scientist • Sh. Sanjay Kumar Singh, FAO • Sh. Rakesh Tiwari, AAO • Dr. Ramkrushna G. I., Sr. Scientist - Member Secretary
Institute Deputation, Transfer and Study leave Committee	<ul style="list-style-type: none"> • Director, ICAR-CICR (Chairman) • Dr. V.N.Waghmare, Head, Division of Crop Improvement - Member • Dr. Arjun Tayade, Head, Division of Crop Production - Member • Dr. G.T.Behere, Head, Division of Crop Protection - Member • Dr. A.H.Prakash, Head Regional Station Coimbatore - Member • Dr. Rishi Kumar, Incharge, Regional Station Sirsa, - Member • Head, PME - Member • SAO- Member Secretary
Human Resource Development Cell	<ul style="list-style-type: none"> • Dr. Rachna Pande- Nodal Officer • Dr. Rahul Phuke, Member Co-opted members from Divisions & Regional Stations • Dr. Debashish Paul, Scientist, RS Sirsa • Dr. P Valarmathi, Scientist, ICAR-CICR, RS, Coimbatore
Institute Publication Committee	<ul style="list-style-type: none"> • Dr. K. Velmorougane, Pr Scientist- Chairman • Dr. V.S.Nagrare, Principal Scientist - Member • Dr. R.Raja, Principal Scientist - Member • Dr. S.K. Sain, Principal Scientist - Member • Dr. B. B. Fand, Sr. Scientist - Member • Mrs. Swati Dixit, Librarian - Member Secretary
Institute Communication Cell (Press & Publicity)	<ul style="list-style-type: none"> • Dr. Shailesh Gawande, Sr. Scientist • Dr. B. B. Fand, Sr. Scientist - Member • Dr. Joy Das, Scientist - Member • Smt. Chetali S Rodge, STA - Member • Smt. Mithila Meshram, TA -Member
Publication Fee Charges Committee	<ul style="list-style-type: none"> • Director - Chairman • Heads of Divisions - Members • Head, PME Cell, • CAO/SAO, FAO
CICR Newsletter Committee	<ul style="list-style-type: none"> • Dr. Pooja Verma, Scientist (Plant Biochemistry) - Editor • Members: Mrs Swati Dixit, • Mrs Vrushali Deshmukh • Mrs Chetali Rodge
Cotton Innovate - Monthly Newsletter	<ul style="list-style-type: none"> • Dr. Y. G. Prasad, Director, ICAR-CICR - Chief Editor • Dr. Annie Sheeba, Sr. Scientist - Editor
CICR Happenings News Bulletin	<ul style="list-style-type: none"> • Chief Editor : Dr. Y. G. Prasad, Director, ICAR-CICR • Senior Editor: Dr. R. Jaya Kumaravardan • Members : Sh Samir Chalkhure, PA & Sh.Paresh Bhojar, Technician
Library Committee	<ul style="list-style-type: none"> • Director, ICAR-CICR - Chairman • Head, PME - Member • Dr. Dipak T. Nagrale, Sr. Scientist - Member • Dr. M.Saravanan, Sr. Scientist - Member • Dr. R. Jaya Kumaravaradan - Member

	<ul style="list-style-type: none"> • Finance & Account Officer - Member • Senior Admn. Officer - Member • Smt. Swati Dixit, Librarian- Member Secretary
Official Language Implementation & Monitoring Committee	<ul style="list-style-type: none"> • Director, ICAR-CICR - Chairman • Dr. Ganesh Behere, Head, Crop Protection- Member • Dr. Arjun Tayde, Head, Crop Production- Member • Dr. V N Waghmare, Head, Crop Improvement- Member • Shri. Sanjay Kumar Singh, FAO - Member • Dr. Rachna Pande, Sr. Scientist - Member • Dr. Pooja Verma, Scientist - Member • Smt. Swati Dixit, CTO- Member • Dr. Deepa Lal, SMS, KVK - Member • Smt. Rama Iyer, Pvt. Secretary – Member • Smt. Rachna Deshmukh, TO – Member • Shri. Rohit Katiyar, TA – Member • Shri. Jaybhim Kambe, Technician - Member • Dr. M.K Sahu, ACTO (OL)- Member Secretary
Institute Purchase Advisory Committee & GEM Procurement Committee	<ul style="list-style-type: none"> • Dr. SS Mahajan -Chairman • Dr. Dipak T Nagrale, Sr. Scientist-Member • Dr. Rakesh Kumar, Scientist- Member • Dr. Pooja Verma, Scientist- Member • CAO / SAO, ICAR-CICR - Member • Finance and Accounts Officer, ICAR-CICR - Member
Institute Works & Maintenance Committee	<ul style="list-style-type: none"> • Dr. Neelkant Hiremani, Scientist - Chairman • Dr. Shivaji Thube, Scientist– Member • Sh. Sujit Kumbhare, Technician • CAO/SAO – Member • Finance & Accounts Officer - Member • Sh Puneet Kumar, AO & I/c ME Cell, Member Secretary
CORPUS Fund Committee	<ul style="list-style-type: none"> • Director, ICAR-CICR, Nagpur - Chairman • Dr. K. Velmourougane, Principal Scientist - Member • Dr K. P. Raghavendra, Sr. Scientist - Member • Chief Administrative Officer/ Senior Administrative Officer • Finance & Accounts Officer • Dr Pooja Verma, Scientist - Member Secretary
Exhibition Committee	<ul style="list-style-type: none"> • Dr. Rachna Pande, Sr. Scientist, ICAR-CICR, Nagpur- Chairman • Dr. R. Jaya Kumaravaradan, Scientist - Member • Sh. R V Salame, ACTO - Member • Dr. Mayur Meshram, STA – Member • Dr. Jimmy Vaidya, Tech. Assistant – Member • Smt. Mithila Meshram, Tech. Assistant- Member • Mr. J.S. Kambe, Technician – Member • Shri. Pankaj Gadge, Technician - Member
Celebrating ICAR@100 / CICR@50 Committee	<ul style="list-style-type: none"> • Director - Chairman • Head of Divisions and Regional Stations • Head, PME Cell • Dr. D. Blaise, Pr. Scientist, Crop Production • Dr. Vinita Gotmare, Pr. Scientist, Crop Improvement • Dr. V.S.Nagrare, Principal Scientist, Crop Protection

	<ul style="list-style-type: none"> • Dr. S.Manickam , Pr. Scientist, Regional Station, Coimbatore • Dr. P.Nalayini, Pr. Scientist, Regional Station, Coimbatore • Dr. Sankaranaryanan, Pr. Scientist, Regional Station, Coimbatore • Dr. Isabella Agarwal, Pr. Scientist, Regional Station, Coimbatore • Dr. Gulsar Banu, Pr. Scientist, Regional Station, Coimbatore • Dr. S.K.Verma, Pr. Scientist, Regional Station, Sirsa • Dr. S.K.Sain, Pr. Scientist, Regional Station, Sirsa • Dr. Babasaheb Fand, Sr. Scientist, Crop Protection • Dr Joy Das, Scientist, Crop Improvement • Dr. Pooja Verma, Scientist, Crop Production • Dr. K. Rameash, Pr. Scientist, Regional Station, Coimbatore • Chief Administrative Officer/ Senior Administrative Officer • Finance & Accounts Officer • Dr. R. Raja, Pr. Scientist, Regional Station, Coimbatore - Member Secretary
Swachhta Mission Implementation Committee	<ul style="list-style-type: none"> • Dr. A. Manikandan Sr. Scientist, Chairman • Dr. Deepa Lal, KVK, SMS - Member • Mr. J.S.Kambe, Member • Mr. Dinesh Mahule, Member • Sh. Rakesh Tiwari, AAO, Member Secretary • ICAR-CICR RS, Coimbatore : Dr. A. Sampath Kumar, Sr. Scientist - Member • ICAR-CICR RS, Sirsa : Dr. Subhash Chandra, Scientist- Member
ISO Implementation Committee	<ul style="list-style-type: none"> • CAO/SAO, ICAR-CICR - Nodal Officer • Management Representative: Smt. Chetali Rodge STA • Member: Mr Rakesh Tiwari, AAO/DDO;
NABL Implementation Committee	<ul style="list-style-type: none"> • Dr.K.Velmourougane , Principal Scientist – Chairman • Dr.K.P. Raghavendra, Sr. Scientist - Member • Dr.Joy Das, Scientist - Member • Smt. Chetali Rodge STA - Member • Smt. Mithila Meshram, Tech. Assistant- Member • Mr. Atul Lende, Tech. Assistant- Member • Mr. J.S. Kambe, Technician - Member • In-charge, Maintenance Cell - Member • AO, ICAR-CICR, Nagpur - Member • Dr. Rakesh Kumar, Scientist - Member Secretary
Right to Information: Public Information Officers	<ul style="list-style-type: none"> • Dr. V.Santhy, Pr. Scientist (PIO) • Mahesh Tiwari, Pvt. Secretary- Member
Public Relation Officer - (Visitors)	<ul style="list-style-type: none"> • Dr. J.H. Meshram, Pr. Scientist • Shri.R.V. Salame, Member
Estate Manager and Security In-Charge	<ul style="list-style-type: none"> • Shri Ghanshyam Deogirikar - In-charge
Vehicles & Telecommunication I/c	<ul style="list-style-type: none"> • Dr. U. V. Galkate, SMS, KVK
Bt referral Laboratory	<ul style="list-style-type: none"> • Dr. G.T. Behere, Nodal Officer (AICRP Cotton) - Nodal Officer • Dr. Rakesh Kumar, Scientist, Member • Dr. Vivek Shah, Scientist, Member • Dr. Pooja Verma, Scientist, Member
Agricultural Knowledge Management	<ul style="list-style-type: none"> • Dr. R. Jaya Kumaravaradan, Scientist - Member (Incharge)

Unit and NAIP: ASRB Exam Centre and Computer Management	<ul style="list-style-type: none"> • Shri Sanjay Kushwaha, CTO
KRISHI PORTAL	<ul style="list-style-type: none"> • Dr. M. Sabesh, Sr Scientist (Nodal Officer) • Dr Rishi Kumar, Pr Scientist (Co-Nodal Officer) • Dr A. Manikandan, Sr. Scientist (Co-Nodal Officer)
Website Management/Maintenance/Digital Photo/Video Repository Committee /Social Media Handle	<ul style="list-style-type: none"> • Dr. Joy Das, Scientist - (Nodal Officer) • Mrs. Swati Dixit, CTO – Member • Mrs. Vandana Satish, STO – Member • Mrs. Chetali Rodge, TO - Member • Shri Paresh Bhoyar, Technician - Member • Shri Kunal Gaikawad, Technician - Member • Dr. M. Sabesh, Pr. Scientist, RS Coimbatore- Member • Dr. Debashish Paul, Scientist, RS Sirsa - Member • Shri S. Sathyakumar, ACTO,RS Coimbatore- Member
Implementation of PFMS/PMIS	<ul style="list-style-type: none"> • CAO/SAO, ICAR-CICR – Nodal Officer • FAO,ICAR-CICR – Member • Shri Rakesh Tiwari, AAO/DDO– Member • Sh. Sanjay Kushwaha, CTO (System Administrator)
AEBAS System and e-HRMS 2.0	<ul style="list-style-type: none"> • Sh. Sanjay Kushwaha, CTO (Nodal Officer)
ARMS 2.0	<ul style="list-style-type: none"> • Dr. V. Santhy, Pr. Scientist- Nodal Officer:
Land Record Management System (LRMS)	<ul style="list-style-type: none"> • Chief Administrative Officer/SAO, ICAR-CICR, Nagpur • Administrative Officer, ICAR-CICR, Nagpur & Incharge ME Cell
e-Office Committee	<ul style="list-style-type: none"> • Shri CAO / SAO-Nodal Officer • Shri Sanjay Kushwaha, ACTO - Local Administrator • Shri Dilip Mundharikar, PPS • Smt. Shubhangi P. Kharche, Assistant, Estt. Section - Member
Sports Committee	<ul style="list-style-type: none"> • Sh. R V Salame, ACTO – Chairman • Dr. Shivaji Thube, Scientist - Member • Dr. U V Galkate, SMS - Member • Dr. Jimmy Vaidya, Tech. Assistant - Member • Sh. Jaibhim Kambe, Technician – Member • Sh. Ajit Meshram, Technician – Member • Sh. Arun Thool, SSS – Member • Sh. Samir Chalkhure, PA – Member Secretary
Institute Grievance Cell	<ul style="list-style-type: none"> • Director, ICAR-CICR, (Chairman) • Dr. Vinita Gotmare, Pr. Scientist, Member • Sh. Paresh Bhoyar, Technician - Member • Shri Rakesh Tiwari, AAO - Member • Shri MC Tiwari, PS - Member • Shri Vinod Bende, AAO, Member • Senior Administrative Officer, ICAR-CICR • Finance and Accounts Officer, ICAR-CICR
Women Grievance Cell	<ul style="list-style-type: none"> • Dr. J. Amudha, Pr. Scientist (Nodal Officer) • Dr. (Mrs.) Rachna Pande, Scientist, Member • Smt. Mithila Meshram, T-3, Member • Smt. R.S. Deshmukh, STA, Member • Smt. Shubhangi Kharche, Assistant, Member • Smt. Leelabai Kanfode, Skilled Support Staff, Member • Empanelled Advocate, Member

Institute Joint Staff Council	Elected Members (Staff Side) <ul style="list-style-type: none"> • Shri Pravin Ambade, IJSC Secretary • Shri Kapil B. Nandeshwar • Shri Ajit Meshram, Member CJSC • Shri Ajay Sirsam • Shri Kishor Barahate • Shri Arun Thool Nominated Members (Official Side) <ul style="list-style-type: none"> • Director, ICAR-CICR - Chairman, IJSC • Dr. G.T. Behere, Head Crop Protection Division, ICAR-CICR, Nagpur • Dr. R. Raja, Pr. Scientist, ICAR-CICR, RS, Coimbatore • Dr. S.K. Sain, Pr. Scientist, ICAR-CICR, RS, Sirsa • Sh. Sanjay Kumar Singh, FAO, ICAR-CICR, Nagpur • Sh. Rakesh Kumar Jatav, SAO, ICAR-CICR, Nagpur • Sh. Puneet Kumar, AO, ICAR-CICR, Nagpur • Sh. Mahesh Tiwari, PS, ICAR-CICR, Nagpur – Member Secretary (Official Side)
ICAR-CICR Staff Welfare Committee	<ul style="list-style-type: none"> • Director, ICAR-CICR, Nagpur - President • Dr Sunil Mahajan - Vice President • Dr Vivek Shah - Secretary • Sh. Saurabh Patil – Treasurer • Sh. BA Fande – Member • Sh. Vijay Waghmare – Member • Sh. Arun Thool - Member
CICR Quarter Allotment and Management Committee	<ul style="list-style-type: none"> • Dr. B.B.Fand, Sr. Scientist – Chairman • Mr. Ghanshyam Deogirikar - Member • Sh. Rohit Katiyar, TA - Member • Mr. R.Ramteke, TA - Member • Sh. B. A. Fande, STA - Member • SAO & FACO, ICAR- CICR - Member • In-charge ME Cell – Member Secretary
Farmers Training Hostel	<ul style="list-style-type: none"> • Sh. Mahesh Tiwari, PS : In-charge Guest House, • Sh. Keshav H. Mogre,T2 : Caretaker
Canteen Committee	<ul style="list-style-type: none"> • Dr. R. Ramteke, Pr. Scientist - Chairman • Mrs. Sunita Chauhan, SMS, KVK, Member • Dr. Harish Kumbhalkar, STO – Member • Sh. Chandrashekar Mundafale, Technician- Member • Shri Ajay Sirsam, Technician, Member • Sh. Samir Chalkhure, PA- Member • Sh. Abdul Waseem, ST – Member • Sh. Rakesh Tiwari, DDO & AAO– Member
Gardens and Lawn Maintenance	<ul style="list-style-type: none"> • Smt. Deepa Lal, SMS (Horti.),KVK - In-Charge • Shri Praful B. Margaye, Technician - Member • Sh. Arun Mate, Technician-Member

Committees nominated/notified by the Council/ Departments

<p>Quinquennial I Review Team (QRT)</p>	<p>Chairman:Dr. B. Venkateswarlu, Ex.V.C., VNMKV, Parbhani Members: Dr. Shreekant S. Patil, Ex. Director of Research Emeritus,UAS Dharward Dr. S. R. Bhat, Ex. Pr. Scienitst, NIPB,IARI, New Delhi Dr. N.T.Yaduraju, Ex. Director, ICAR-DWR, Jabalpur Dr. Chandish r. Ballal, Ex. Director,ICAR-NBAIR, Bangaluru Dr. D. Monga, Ex. Head, ICAR-CICR RS, Sirsa Dr.A. J. Shaikh, Ex. Director, ICAR-CIRCOT, Mumbai Member Secretary: Dr. K. Velmourougane, Pr. Scientist, ICAR-CICR, Nagpur</p>
<p>Research Advisory Committee (RAC) (for the period 8.8.2023 to 7.8.2026)</p>	<p>Chairman : Dr. PK Chakrabarty, Former ADG (PP), ICAR, New Delhi Members :Dr. Pankaj Rathore, Prof. & Principal Cotton Breeder, PAU RS, Faridkot Dr. M. K. Reddy, Arturo Falaschi Emeritus Scientist (AFES), International Centre for Genetic Engineering & Biotechnology (ICGEF), New Delhi Dr. S. K. Shukla, Director, ICAR-CIRCOT, Mumbai Dr. Kalpana Shastry, Former JD, ICAR-NAARM, Hyderabad Dr. DM Hedge, Former Director, ICAR-IIOR, Bengaluru Dr. P. Ramasundaram, Retd. Pr. Scientist (Ag. Economics[, ICAR-NAIP, New Delhi Director, ICAR-CICR, Nagpur ADG (CC), ICAR, New Delhi Member Secretary :Dr. BB Fand, Sr. Scientist (Ag.Ento.), ICAR-CICR, Nagpur</p>
<p>Institute Management Committee (IMC) (Period of 3 years w.e.f. 06/03/2022 - 05.03.2025)</p>	<p>Chairman :Director, ICAR-CICR - Members :Dr. G. Ravindra Chary, PC, CRIDA, Hy'bad - Member Dr. S. Manickam, PS, CICR RS, Coimbatore- Member Dr. SK Ray, PS, NBSS&LUP, Nagpur- Member Dr. RN Sahoo, PS, IARI, New Delhi - Member SFAO, NBSS & LUP, Nagpur (Progressive Farmer - nominated by Council) Shri Srirang Devbaa Laad & Shri H. Murthy Member Secretary: Chief Administrative Officer, CICR</p>
<p>Institute Bio Safety Committee (IBSC)</p>	<ul style="list-style-type: none"> • Director, ICAR-CICR - Chairman • Dr. V.N.Waghmare, Head, Division of Crop Improvement, Member • Dr. Arjun Tayade, Head, Division of Crop Production, Member • Dr. G. T. Behere, Head, Division of Crop Protection, Member • Dr. Rishi Kumar, Head, RS, Sirsa, Member • Dr. S.Manickam, Pr. Scientist, RS, Coimbatore • Dr. Joy Das, Scientist, Member Secretary <p>External Members</p> <ul style="list-style-type: none"> • Biosafety Officer : Dr. B. D. Deshmukh, MBBS • DBT Nominee: Dr. Ashish Das. Pr. Scientist, Plant Pathology, ICAR-CCRI, Nagpur • Dr. K Pandiyan, Sr. Scientist, ICAR-CIRCOT-GTC, Nagpur
<p>Vigilance officer</p>	<ul style="list-style-type: none"> • Dr. V. Santhy, Pr. Scientist, ICAR-CICR, Nagpur

ANNEXURE - VII

The Transfer Policy is being followed as per Guidelines/instructions Regarding Inter- Institution transfer of Administrative /Support Staff

