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Dated. 01/06/2012

No of Pages. 02

INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KRISHI BHAVAN, NEW DELHI

F.No.22 (12)/2012-CDN (A&A)

Dated the 1st June, 2012.

SUB: Details information of Jr. Accts. Officer to the Comptroller posted in ICAR Institutes/Directorates/PDs/Bureaux/ NRCs : Reg.

In order to strengthen the Finance Wing of ICAR, and for monitoring of deployment of Finance & Accts. Officer's, training need assessment etc. it has been decided to create and maintain database, of all the Finance Officials of ICAR (from Jr. Accts. Officers to the Comptroller) working at various ICAR Institutes/Directorates/ PDs/Bureaux/ NRCs and also at ICAR Hqrs.

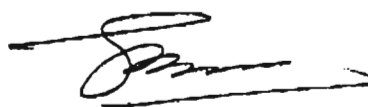
2. It is requested to provide the detailed information in the following tabular form, for compilation and creation of database in Finance Wing of ICAR :

Sl. N o.	Name & Designation	Present place of posting	Date of Birth	Date of Joining of service in ICAR	Educational Qualification	Professional Trainings	Details of service rendered in ICAR/outside ICAR				Specific areas of training requirements (preferably 2-3)	Remarks
							Designation	Place of Posting	Period			
									From	To		
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.

3. Information for vacant positions of Finance Officers, if any, also may be sent viz. name of the post and since when lying vacant.

4. This may kindly be treated **MOST URGENT**. Information may be sent on or before **15th June, 2012 positively**.

5. This issues with the approval of Director (Fin.).


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

Contd..2/-

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Distribution:**I ICAR Research Instittues etc. :**

1. The Directors/Joint Directors/Project Directors of all Research Institutes/Project Directorates/National Research Centres and Bureaux.
2. Project Coordinators/Coordinated Research Project/Zonal Coordinators.
3. The Finance & Acctts. Officer of all Research Institutes, Project Directorates, National Research Centres and Bureaux.

II ICAR Headquarters :

1. All Finance & Acctts. Officers in Krishi Bhavan, KAB-I, KAB-II
2. DDG (Edn.)
3. Chairman, ASRB
4. ND, NAIP
5. PD, DKMA
6. NC, NFBSFARA
7. Sr.PPS to Secretary, DARE & DG, ICAR/PPS to Special Secretary, DARE & Secretary, ICAR/PPS to AS & FA, DARE/ICAR.
8. Shri Hans Raj, Information System Officer, DKMA, KAB-I for placing on ICAR Website.
9. Secretary (Staff Side), CJSC, NRC on Meat, Hyderabad
10. Guard file.
11. Spare copies (10)