

ICAR-CENTRAL SHEEP & WOOL RESEARCH INSTITUTE
AVIKANAGAR (VIA: JAIPUR) RAJASTHAN-304501

IMPORTANT

Dated: 06.07.2016

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CIRCULAR

With reference to Council's instructions on **Inter-Institutional Transfer of Scientists** issued vide letter F.No. 7(3)/2013-Per.IV dated 15.06.2016, it is to inform that these instructions have been endorsed to all concerned vide Endorsement of even number dated 30.06.2016.

It has been intimated by the Council that transfer request applications of Scientists/Sr. Scientists/Pr. Scientists are received throughout the year which creates dislocation of normal work and mounting pendency at Hqrs. Further, in spite of **condition of rendering a minimum 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.

In the above context, the Competent Authority has decided that henceforth transfer request applications of Scientists/Sr. Scientists/Principal Scientists will only be considered in the **month of November every year in the office.**

Further, prior to forwardal of application, it may be ascertained that concern scientist fulfil all the stipulated conditions prescribed by the Council on the matter. This may also be ensured that **such applications shall reach this office by the end of November every year with the recommendations/comments of the Head/Incharge.**

Thereafter, a consolidated list of such scientists with comments of the Director may be forwarded to Deputy Secretary (Animal Science) by end of January every year for placing such applications before the Transfer Committee at ICAR Hqrs. for consideration.

These instructions/guidelines may kindly be circulated to all the scientists working under your control for their notice and further compliance.

This is issued with the approval of the Director.


(Rakesh Kumar)

Chief Administrative Officer

Distribution: for kind information and further necessary action, please.

- (i) All Head of Division/Section Incharges
- (ii) Head, Sub-station(s)-ARC, Bikaner & NTRS, Garsa and Officer Incharge, SRRC, Mannavanur
- ✓(iii) Incharge AKM Unit: for uploading on the Institute's website
- (iv) Notice Boards
- (v) Guard File