



कृषि वैज्ञानिक चयन मंडल  
(कृषि अनुसंधान एवं शिक्षा विभाग)  
कृषि एवं किसान कल्याण मंत्रालय  
कृषि अनुसंधान भवन-1, पूसा, नई दिल्ली 110 012.  
**AGRICULTURAL SCIENTISTS RECRUITMENT BOARD**  
(DEPARTMENT OF AGRICULTURAL RESEARCH AND EDUCATION)  
MINISTRY OF AGRICULTURE AND FARMERS' WELFARE  
Krishi Anusandhan Bhavan-I, Pusa, New Delhi-110012



F.No.10(02)/2023-R-I

Dated: 18.10.2023

### Vacancy Notification - Advt. No. 04/2023

ASRB invites online applications for filling up 03 Research Management Positions (RMPs) as mentioned below to be filled up on tenure basis for a period of five years by selection at ICAR Headquarters at New Delhi. Candidates are required to apply online using the application form link available on the website: <http://www.asrb.org.in> only. No other mode of filling of application is allowed.

General Instructions for the candidates for notified vacancies are listed at pages 10-13 of the Vacancy Notification. The instructions to the candidates for filling up online applications are given at **Annexure-I**. These are applicable to all candidates and to all posts.

**Number of vacancies:** Against each Item No. there is only one vacancy and all the vacancies are un-reserved. Reservation Orders are not applicable vide Council's letter No. 1(13)/89-Per.IV dated 05.07.94

The details of the posts are as given below:

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**01. Deputy Director General (Animal Science), Indian Council of Agricultural Research, Headquarters, New Delhi, Research Level Rs. 2,10,000 (Fixed)**

**Qualifications Essential:**

- (i) Doctoral degree in any branch of Animal / Veterinary Sciences.

**OR**

Doctoral degree in basic sciences with specialization in Animal/Veterinary Sciences.

- (ii) A Scientist / Teacher having at least 10 years' experience in the grade of Principal Scientist/Professor or in an equivalent position in Pay Level 14 of 7<sup>th</sup> CPC (PB-4 of Rs. 37,400-67,000/- with GP Rs.10,000/- of 6<sup>th</sup> CPC), out of which 3 years' experience should be in a Research Management Position or 5 years' experience in positions specified below or 3 years cumulative weighted experience in RMP (Research Management Position) & specified position, after giving weightage of 1.0 for service rendered as RMP and 0.6 to service rendered in positions specified below:

- (a) Heads of Divisions at ICAR Institutes,  
(b) Heads of Regional Stations of ICAR Institutes,  
(c) Project Coordinator; and  
(d) Joint Directors of Institutes other than National Institutes / Deemed Universities (DUs).

**OR**

An '**Eminent Scientist**' having proven record of scientific contributions working in a reputed Organization/Institute with at least 10 years' experience in the grade of Principal Scientist/Professor or in an equivalent position in Pay Level 14 of 7<sup>th</sup> CPC (PB-4 of Rs. 37,400-67,000/- with GP Rs.10,000/- of 6<sup>th</sup> CPC).

Under this alternative qualification of "Eminent Scientist", all those candidates shall be considered who have been decorated with: (i) National/International awards/ recognitions as listed in **Annexure-1**; (ii) Fellows of one of the reputed National/International Academies as listed in **Annexure-2**; (iii) Minimum of 10 publications in journals having NAAS rating (latest) of 8.0 and above (*The NAAS ratings as available on closing date of the applications for posts advertised shall be applicable*); and (iv) Experience of leading/coordinating National/International multi-institutional and multi-disciplinary project/program in National/International Organization for a minimum period of 03 years as substantiated by documentary evidences.

**\* Annexure -1 and Annexure - 2 are enclosed**

*Note:- All four conditions should be simultaneously met by the applicant to qualify under this clause.*

**OR**

Minimum 25 years of post-Ph.D. research/ academic experience including at least 05 years of experience as Programme Leader/Director/Director General/DDG of CGIAR or other international organizations

**OR**

A Scientist / Teacher having at least 10 years' experience in the grade of Principal Scientist/Professor or in an equivalent position in Pay Level 14 of 7<sup>th</sup> CPC (PB-4 of Rs. 37,400-67,000/- with GP Rs.10,000/- of 6<sup>th</sup> CPC), out of which 5 years' experience of working in a post/ rank equivalent to Additional Secretary (Level 15 of 7<sup>th</sup> CPC) or above in GOI or its statutory/ autonomous/ attached bodies.

- (iii) Evidence of publication/activities contribution to suggest that the candidate has a broad vision/perspective on agricultural research.

**Desirable:** - The candidate should have demonstrated scientific leadership and skill in research management with a broad vision and perspective of agricultural research related to Animal Science.

**02. Deputy Director General (Horticulture Science), Indian Council of Agricultural Research, Headquarters, New Delhi, Research Level Rs. 2,10,000 (Fixed)**

**Qualifications Essential:**

- (i) Doctoral degree in any branch of Agricultural Sciences or in basic sciences with specialization in biotechnology, genetics, breeding, molecular biology related to plants/ crops.
- (ii) A Scientist / Teacher having at least 10 years' experience in the grade of Principal Scientist/Professor or in an equivalent position in Pay Level 14 of 7<sup>th</sup> CPC (PB-4 of Rs. 37,400-67,000/- with GP Rs.10,000/- of 6<sup>th</sup> CPC), out of which 3 years' experience should be in a Research Management Position or 5 years' experience in positions specified below or 3 years cumulative weighted experience in RMP (Research Management Position) & specified position, after giving weightage of 1.0 for service rendered as RMP and 0.6 to service rendered in positions specified below:
- (a) Heads of Divisions at ICAR Institutes,
  - (b) Heads of Regional Stations of ICAR Institutes,
  - (c) Project Coordinator; and
  - (d) Joint Directors of Institutes other than National Institutes / Deemed Universities (DUs).

**OR**

An '**Eminent Scientist**' having proven record of scientific contributions working in a reputed Organization/Institute with at least 10 years' experience in the grade of Principal Scientist/Professor or in an equivalent position in Pay Level 14 of 7<sup>th</sup> CPC (PB-4 of Rs. 37,400-67,000/- with GP Rs.10,000/- of 6<sup>th</sup> CPC).

Under this alternative qualification of "Eminent Scientist", all those candidates shall be considered who have been decorated with: (i) National/International awards/ recognitions as listed in **Annexure-1**; (ii) Fellows of one of the reputed National/International Academies as listed in **Annexure-2**; (iii) Minimum of 10 publications in journals having NAAS rating (latest) of 8.0 and above (*The NAAS ratings as available on closing date of the applications for posts advertised shall be applicable*); and (iv) Experience of leading/coordinating National/International multi-institutional and multi-disciplinary project/program in National/International Organization for a minimum period of 03 years as substantiated by documentary evidences.

**\* Annexure -1 and Annexure - 2 are enclosed**

*Note:- All four conditions should be simultaneously met by the applicant to qualify under this clause.*

**OR**

Minimum 25 years of post-Ph.D. research/ academic experience including at least 05 years of experience as Programme Leader/Director/ Director General/DDG of CGIAR or other international organizations

**OR**

A Scientist / Teacher having at least 10 years' experience in the grade of

Principal Scientist/Professor or in an equivalent position in Pay Level 14 of 7<sup>th</sup> CPC (PB-4 of Rs. 37,400-67,000/- with GP Rs.10,000/- of 6<sup>th</sup> CPC), out of which 5 years' experience of working in a post/ rank equivalent to Additional Secretary (Level 15 of 7<sup>th</sup> CPC) or above in GOI or its statutory/ autonomous/ attached bodies.

- (iii) Evidence of publication/activities contribution to suggest that the candidate has a broad vision/perspective on agricultural research.

**Desirable:** - The candidate should have demonstrated scientific leadership and skill in research management with a broad vision and perspective of agricultural research related to horticultural science.

**03. Assistant Director General (Commercial Crops), Indian Council of Agricultural Research, Headquarters, New Delhi, Research Level-14 (Rs.1,44,200-Rs.2,18,200) with rationalized entry pay of Rs.1,44,200/-**

**Qualifications Essential:**

- (i) Doctoral degree in any branch of Crop Sciences  
OR  
Doctoral degree in Basic Sciences with minimum 10 years of post Ph.D. research experience in Genetics and/or Plant Breeding, Seed Science and Technology, Plant Genetic Resources and Plant Biotechnology of field crops.
- (ii) At least 5 years' experience as Principal Scientist/Professor or in an equivalent position in the pay level 14 of 7<sup>th</sup> CPC (PB-4 of Rs. 37,400-67,000/- with GP Rs.10,000/- of 6<sup>th</sup> CPC).

**OR**

An '**Eminent Scientist**' having proven record of scientific contributions working in a reputed Organization/Institute with at least 05 years' experience in the grade of Principal Scientist/Professor or in an equivalent position in Pay Level 14 of 7<sup>th</sup> CPC (PB-4 of Rs. 37,400-67,000/- with GP Rs.10,000/- of 6<sup>th</sup> CPC).

Under this alternative qualification of "Eminent Scientist", all those candidates shall be considered who have been decorated with: (i) National/International awards/ recognitions as listed in **Annexure-1**; (ii) Fellows of one of the recognized National/International Academies as listed in **Annexure-2**; (iii) Minimum of 10 publications in journals having NAAS rating (latest) of 8.0 and above (*The NAAS ratings as available on closing date of the applications for posts advertised shall be applicable*); and (iv) Experience of leading/coordinating National/International institutional and multi-disciplinary project/program in National/ International Organization for a minimum period of 03 years as substantiated by documentary evidences.

Note:- All four conditions should be simultaneously met by the applicant to qualify under this clause.

**OR**

Programme Leader/Head of Regional Centres of CGIAR or Centres of other international organizations with minimum 20 years of post-Ph.D. research/academic experience

- (iii) Evidence of publication/activities contribution to suggest that the candidate has a broad vision/perspective on agricultural research.

**Desirable:** - The candidate should have demonstrated leadership and skill in coordination of research programmes in Commercial Crops.

**Annexure-1 of EQ (ii)**

**List of National/International Awards w.r.t. condition (i) of alternative qualification of “Eminent Scientist”**

**I) National Awards**

**a) Padma Awards:**

1. Padma Shree
2. Padma Bhushan
3. Padma Vibhushan

**b) ICAR Awards:**

1. ICAR-Norman Borlaug Award
2. ICAR-Rafi Ahmed Kidwai Award for Outstanding Research in Agricultural Sciences

**c) CSIR Awards:**

1. Shanti Swarup Bhatnagar Prize for Science and Technology

**II) International Awards:**

1. World Food Prize, World Food Prize Foundation



**Annexure-2 of EQ (ii)**

**List of Reputed National/International Academies w.r.t. condition (ii) of alternative qualification of “Eminent Scientist”**

1. Indian National Science Academy, New Delhi
2. National Academy of Sciences (India), Allahabad
3. National Academy of Agricultural Sciences, New Delhi
4. Indian Academy of Sciences, Bengaluru
5. The Academy of Sciences for the Developing World
6. Japan Academy of Sciences
7. Russian Academy of Agricultural Sciences
8. US National Academy of Sciences
9. The Royal Society (London)

**GENERAL INSTRUCTIONS FOR THE CANDIDATES**

**I. AGE LIMIT**

An applicant must be a citizen of India and should not have attained the age of 60 years as on the closing date for submission of online applications for the posts notified in **Advt. No. 04/2023**.

**II. CLOSING DATES FOR SUBMISSION OF ONLINE APPLICATION(S) FOR RMP POSITIONS**

Name of the post(s)	Opening and Closing Dates	
Deputy Director General (DDG) / Assistant Director General (ADG) at ICAR Headquarters, New Delhi	Submission of online Applications starts on	Date 30.10.2023 (10:00 AM)
	Last date and time for submission of online application form	Date 20.11.2023 (05:00 PM)
	Last date and time for making online fee payment	Date 20.11.2023 (05:00 PM)
<b>The link will automatically get disabled after the closing date.</b>		

The closing date for submission of online applications in ASRB shall be the crucial date for reckoning the specified upper age limit, possessing the prescribed essential and desirable qualifications and other parameters prescribed for screening of applications. In case, the last date of submission of online applications is extended in any eventuality, still, the crucial date for reckoning the specified upper age limit, possessing the prescribed essential and desirable qualifications and other parameters prescribed for screening of applications shall remain same.

**III. ONLINE APPLICATION FORM AND SCORE CARD SOFTWARE FOR SCREENING**

The candidates are required to apply online using the online application form link available on the **ASRB website** only. No other mode of filling of online application is allowed. Online application form will be used for all future references and no modifications thereto can be done subsequently. Hence, the candidates are advised to be very careful while filling online application form. They are, therefore, requested to thoroughly read this notification before filling the online application form.

#### **IV. DOCUMENTS TO BE UPLOADED**

The candidates should upload documents as specified in the application form. Candidates belonging to SC/ST/Divyang categories must upload self-attested copy of relevant caste/category certificate issued by the Competent Authority.

Candidates should ensure submission of only authentic documents, originals of which will be verified at the time of the interview, in case the candidate is shortlisted for interview. Any non-compliance may result in rejection of the application.

No supplementary documents for addition to the application(s) once submitted online shall be accepted by the Board.

**NOTE: The candidates are advised to collect in advance all certificates/documentary evidences as required for filling up online application(s) before the closing date.**

#### **V. APPLICATION FEE**

The application fee of Rs. 1500/- (Rupees one thousand five hundred only) for each position should be deposited through Bharatkosh (bharatkosh.gov.in) while filling the online application form available on the website: <http://www.asrb.org.in> as well as the online application form available on the website: <http://www.asrb.org.in> only as per instructions given in **Annexure-IV**. Payment can be made through Debit Card/Credit Card/Net Banking/ UPI from any Bank. Transaction charges for Debit Card/Credit Card/Net Banking/ UPI payment, as the case may be, have to be borne by the candidate. Mere payment of fees in Bharatkosh without successful submission of application form (till the last date and time for submission of online application form) will not be considered. Candidates belonging to the SC/ST/Divyang categories and women need not pay any fee.

Application fee for each position should be paid separately for the post applied for. The fee once paid shall not be refunded under any circumstances.

#### **VI. SERVICE CONDITIONS**

- i A candidate must be in sound health. He/she must be prepared to undergo such medical examination and satisfy such medical authority as required.
- ii All the applicants, once selected, shall be governed by the terms and conditions as given in the advertisement of the posts requisitioned to ASRB by Indian Council of Agricultural Research (ICAR), which is an autonomous organization. The grant of leave, pay, advance, travelling and other allowances, and other service conditions of officers and establishments in the service of the Council are regulated in accordance with the relevant rules/instructions issued by the ICAR from time-to-time. The applicants must check this directly with ICAR or the Institution

for which they are applying. ASRB is only the recruiting agency, which functions under Department of Agricultural Research & Education and has no role to play with regard to service conditions.

## **VII. GENERAL INFORMATION FOR CANDIDATES**

- i.** The in-service candidate and on deputation/ Foreign Service candidates should apply along with application fee (as applicable) and upload **No Objection Certificate** from the parent employer. **(Vide Form at Annexure-II)**
- ii.** Incomplete applications and applications without prescribed fee (unless exempted) are liable to be rejected.
- iii.** The prescribed essential qualifications are minimum requirements and possessing the same does not entitle candidates to be called for interview. Short-listing of candidates for being called for the interview does not convey or assure that they will be selected.
- iv.** Shortlisted applicants must appear for personal interview at a place as may be scheduled by the Board. The Board does not defray the travelling or other expenses of applicants called for the interview. In-service candidates can be considered to be On Duty for the purposes of attending the interview, subject to approval of the Competent Authority of their organizations wherein they are employed.
- v.** The decision of the Board with regard to eligibility or otherwise of any candidate based upon evaluation of the application and particulars/records submitted with the application by the candidate shall be final. The Board will not enter into any correspondence with the candidates regarding not being called for interview / unsuccessful candidates after interview etc.
- vi.** Providing any false information or claim may render the candidate liable to such action as deemed fit by the Board including disqualification of candidature and barring from future recruitments under ASRB.
- vii.** ASRB reserves the right to withdraw any post advertised by the Board in this notification anytime, without notice.
- viii.** Women candidates are encouraged to apply.
- ix.** The option to communicate/ reply in Hindi in the interview is encouraged by the Board.
- x.** **CANVASSING IN ANY MANNER SHALL LEAD TO DISQUALIFICATION.**

**NOTE I:** ASRB is only a recruiting agency for Indian Council of Agricultural Research (ICAR). The prescription and finalization of the essential and desirable qualifications do not fall in the domain of the Board. The qualifications have been advertised exactly as have been provided by the ICAR to the Board. Therefore, any representation/ clarification regarding prescribed qualification shall not be entertained by the Board.

**NOTE II:** Essential and desirable qualifications as well as the eligibility criteria

have been clearly specified in the notification. It is incumbent on the part of all prospective applicants to assess their eligibility and suitability as per the requirements. As a recruiting agency, Board shall not entertain any such correspondence on individual queries from prospective applicants.

#### **VIII. HOW TO APPLY**

A candidate must apply online using the online application form link available on the **ASRB website** only. Important instructions to the candidates for filling online application are given in **ANNEXURE-I**.

Candidate must read the provisions contained in this Notification carefully and shall abide by the same. Candidate must fulfill all the conditions of eligibility regarding age limits, educational qualifications etc. prescribed for RMP positions advertised.

**SECRETARY, ASRB**

**ANNEXURE-I**

**IMPORTANT INSTRUCTIONS TO THE CANDIDATES FOR FILLING ONLINE APPLICATION FORM**

- i. Candidates are required to apply online using the application form link available on the website: <http://www.asrb.org.in> only. No other mode of filling of application is allowed.
- ii. Candidates are informed that the details they provide in the Online Application Form will be used for all future references and no modification thereto can be done subsequently. Hence, they are advised to be very careful while filling online Application Form.
- iii. The candidates are advised to go through the details of Score Cards carefully and general instructions for the candidates and Council's OM No. 9(1)/2010-Per.IV (Pt.2) dated 09.11.2021 and 11.11.2021 before filling up the online applications.
- iv. The Online Application Form is spread over number of parts. Candidates will receive an email/SMS on successful registration in Part-I, i.e., basic data regarding their Name, Father's Name, E-mail Id, Date of Birth etc. after which all the stages of the application form are to be completed and final submission be done.
- v. Candidates are required to complete the Application Form by filling all the parts for which they will be guided during the course of filling online Application Form.
- vi. In case multiple applications are submitted by a candidate for one post, the latest application will be considered, ignoring all earlier one(s) without refunding/ adjusting any Application Fee paid for the other Applications.
- vii. The application fee of Rs. 1500/- (Rupees one thousand five hundred only) for each position should be deposited online through Bharatkosh ([bharatkosh.gov.in](http://bharatkosh.gov.in)) as per instructions given in **Annexure-IV**. Transaction charges for Debit Card/Credit Card/Net Banking/ UPI payment, as the case may be, have to be borne by the candidate. Candidates belonging to the SC/ST/Divyang categories and women need not pay any fee.  
Application fee for each position should be paid separately for the post applied for. The fee once paid shall not be refunded under any circumstances.
- viii. **Candidates are required to keep ready the following relevant details /information / documents at the time of filling the online application form:**
  - a. Name (as recorded in service book)
  - b. Complete Address for communication

- c. Complete Permanent Address
- d. Matriculation or equivalent Certificate as a proof of date of birth
- e. Master's Degree Certificate
- f. Doctorate Degree Certificate
- g. Any other certificate relevant to the post applied
- h. Scanned copy of recent passport size photograph taken against white background only, of a maximum size of 150 KB in .jpg format only with the face covering at least 2/3rd of the total space and taken without spectacles.
- i. Scanned copy of signatures taken in Black/Blue ink on a white paper only in .jpg format only.
- j. Debit Card/Credit Card/Net Banking/ UPI details for online payment of fee.
- k. Valid and active official e-mail id.
- l. The candidate should have details of one Photo ID viz. Aadhar Card/ Voter Card/ PAN Card/ Passport/ Driving License/ Any other photo ID card issued by the State/ Central Government. The details of this photo ID will have to be provided by the candidate while filling up the online application form. The candidates will have to upload a scanned copy of the Photo ID whose details have been provided in the online application by him/her.
- m. Scanned copies of the certificates/documentary evidences as required for filling up online applications as proof of claims.
- n. All documents uploaded should be clearly visible and readable. Unclear and blurred copies of documents will not be entertained and shall be rejected.

**NOTE:** If any document/certificate furnished is in a language other than Hindi or English, a translated version of the same duly attested by a Gazetted Officer is to be submitted.

- ix. The candidates are required to enter their valid and active official e-mail ID in the Application Form since all communication/ information/ update(s) would be sent to this e-mail ID only. In case, they do not have an official e-mail id, they may obtain the same from the employer. Please note that entry of the e-mail ID in the prescribed field in the Application Form is mandatory/ compulsory.
- x. Online Application Form will not be submitted unless the candidate has successfully uploaded photograph and signature and has paid the requisite applicable fee for each position.
- xi. Candidates are informed that there are provisions for editing at many stages. Once the complete process of filling up the information in the Application Form, the Photograph and Signature, the candidate can view the entire Application Form together with the photograph and signature and can still edit at this point to make / incorporate any change/ editing in any field of the Application Form.
- xii. Once the payment is successfully made, a message informing the

successful submission of Application Form will be displayed on the screen. In case, this does not appear, the process needs to be repeated, since it signifies/implies that the Application Form has not been successfully uploaded/ submitted.

- xiii. Candidates are advised to keep a print or soft copy of the submitted Application Form for future reference. Mere successful submission of the Application Form does not automatically entitle a candidate for selection. If on verification at any later stage, it is found that a candidate does not fulfill any of the eligibility condition(s) or has given wrong/ incorrect/ misleading/ false information, either intentionally or otherwise error of omission or commission, his/her candidature will be cancelled/rejected.
- xiv. Candidates are advised that they should not furnish particulars that are false or suppress any material information while filling-up the Application Form. They should in no case correct or alter or otherwise temper with any entry in a document or its attested/certified copy submitted by them nor should they submit a tempered/fabricated document. Providing any false information or claim may render the candidate liable to action as deemed fit by the Board including disqualification of candidature and barring from future recruitments under ASRB.
- xv. For any information/ clarification/ guidance, the candidate may contact the office of ASRB, KAB – I, Pusa, New Delhi on Ph. No. 25842948 and 25848172 Extn 205 during 10.00 hrs and 17.00 hrs (Monday to Friday, except Gazetted Holiday(s)). Queries can be sent by e-mail to [query@asrb.org.in](mailto:query@asrb.org.in) by mentioning the Item No. and name of the post. ASRB team will respond to the query as soon as possible.



**ANNEXURE-II**

**FORM**

**NO OBJECTION CERTIFICATE BY THE EMPLOYER**

1. Certified \_\_\_\_\_ that \_\_\_\_\_ Dr./Sh./Smt./Km  
..... is  
working as ..... in the pay scale /pay level..... on  
regular basis with effect from ..... vide Office Order No.  
..... dated.....
2. His/her date of birth is..... as per service records.
3. Certified that Dr. .... is clear from vigilance angle and  
he/she is eligible to apply as per CVC instructions on the subject.
4. This office has “No Objection” to the candidate applying for the  
post(s) advertised by the Board vide Advt. No. 04/2023.

**Signature**

**Name**

**Designation**

**Office Seal**

**Date**

**NOTE:**

1. In service candidates should get the above NOC signed by the Competent Authority/Parent employer.
2. All the certificates /entries mentioned above are **Mandatory**.
3. Vigilance Certificate as above issued by the institute/ organization shall be treated as final and the Board shall not make any correspondence with any other authorities for Vigilance Clearance Certificate.
4. **The candidates are advised to collect all certificates/documentary evidences as required for filling up online application(s) in advance before the closing dates.**
5. NOC should be issued in the above format only and nothing should be added or deleted from format.

**ANNEXURE-III**

**SPECIMEN FORM FOR ISSUING CERTIFICATE TO THE CANDIDATE**

1. Certified that Dr. /Sh. /Smt. /Kum.

.....  
has (Details of the claims of achievement in maximum 100 words)  
.....

2. This certificate is issued to validate the claim of the achievement of candidate for attributes/ accomplishments/ contribution/ performance indicator mentioned against the Parameter No. .... of the Score card for the post..... (Item No.....) as per Advt. No.04/2023.

3. This certificate is issued on the basis of the duly verified records of the Institute.

Signature

Name

Designation

Date

Office Seal  
.....

NOTE: 1. Certificates should be typed written documents. Illegible or hand written are liable to be rejected.

2. For each item of achievement / accomplishment / contribution / performance indicator, a separate certificate shall be issued by the Competent Authority as defined vide O.M. No. 9(1)/2010-Per.IV (Pt.2) dated 09.11.2021 and 11.11.2021.

3. Fresh certificates may be obtained from the Competent Authority in respect of each claim as required for filling up online applications advertised vide Advt. No. 04/2023.

**ANNEXURE-IV****INSTRUCTIONS FOR PAYMENT OF APPLICATION FEE, PLEASE FOLLOW THE FOLLOWING STEPS:**

1.	Open the website <a href="https://Bharatkosh.gov.in/">https://Bharatkosh.gov.in/</a>
2.	Click on ' <b>Non-Registered Users</b> '
3.	Select ' <b>Individual</b> ' in depositor's category
4.	When searching in the purpose category, select Ministry as " <b>001-Agriculture</b> "
5.	To pay Fee for RMP positions at various institutes of ICAR and the ICAR-Hqrs. at New Delhi, select the following against the PURPOSE option: 'Recruitment fee for RMP/Non-RMP positions'
6.	Confirm 'PAO' is <b>000001 - PAO (Sectt)-I</b>
7.	Confirm 'DDO' is <b>216968 - Add. ASRB, Krishi Anusandhan Bhawan I</b>
8.	Fill amount and details about payment in remarks as per the following depending upon the combination selected in application form: (i) Fee for post of Deputy Director General (ii) Fee for post of Assistant Director General  <b><i>[For Fee details, please refer to Clause V of the Notification (page 11)]</i></b>
9.	Enter Captcha and Press Add
10.	Go to Next page and fill depositors' details
11.	Make online payment through Debit/ Credit Card/ Net Banking/ UPI
12.	Print Receipt for payment
13.	Upload Receipt in the online application form, along with other requisite information



भारतीय कृषि अनुसंधान परिषद्  
INDIAN COUNCIL OF AGRICULTURAL RESEARCH  
कृषि भवन, डॉ राजेंद्र प्रसाद मार्ग, नई दिल्ली-110001  
KRISHI BHAWAN, Dr. RAJENDRA PRASAD ROAD, NEW DELHI -110001

F. No. 9(1)/2010-Per.IV (Pt.2)

Dated: 09.11.2021

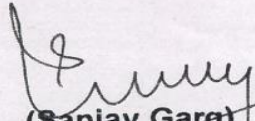
**Office Memorandum**

The ASRB has advertised various Research Management Positions (RMPs) vide Advt. No. 01/2021 on the basis of computerised revamped Score Card.

As per the online application software, the candidates are required to upload a certificate issued by the Competent Authority as documentary evidence to substantiate achievements claimed by the candidates in application form.

In this context, it is brought to the notice of all concerned that the Competent Authority for certifying the achievements claimed by the Scientists (including PCs/HoDs/HoRS/JDs) working in ICAR institutes, shall be the Director of the concerned Institute as defined in footnote-2 of the revamped score card approved by Hon'ble AM & President, ICAR,. Similarly, the applications of Directors of the ICAR institutes/ADGs (including Principal Scientists) of ICAR HQ shall be verified/certified by the concerned DDGs as defined in footnote-3.

Accordingly, all the Institutes and SMDs may take necessary action in the matter.

  
(Sanjay Garg)  
Secretary, ICAR  
9/11/21

**Distribution:**

1. The Directors/Project Directors of all the ICAR Institutes.
2. Chairman, ASRB/ Secretary, ASRB, KAB-I, Pusa Campus, New Delhi.
3. All DDGs, ICAR HQ, New Delhi.
4. PSO to DG, ICAR for information.
5. PPS to Secretary ICAR for information.
6. DKMA for uploading on ICAR website.
7. Guard file



भारतीय कृषि अनुसंधान परिषद्  
**INDIAN COUNCIL OF AGRICULTURAL RESEARCH**  
 कृषि भवन, डॉ राजेंद्र प्रसाद मार्ग, नई दिल्ली-110001  
**KRISHI BHAWAN, Dr. RAJENDRA PRASAD ROAD, NEW DELHI -110001**

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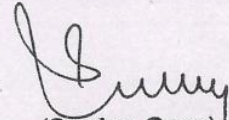
Dated: 11.11.2021

**Office Memorandum**

In continuation of Council's O.M. dated 09.11.2021, the competent authorities for certifying the achievements claimed in the application form while applying for the post advertised by the ASRB by the incumbents of following scientific posts in ICAR Hqrs shall be as indicated below :-

S.No	Scientific Position	Competent Authority
1	DDGs	DG, ICAR
2	ADGs of independent Units	DG, ICAR or DDG as nominated by DG, ICAR
3	Principal Scientists working under ADG of independent units	Concerned ADG
4	Scientific Advisor to DG, ICAR	DG, ICAR

This issues with the approval of the Competent Authority

  
 (Sanjay Garg)  
 Secretary, ICAR

**Distribution:-**

- i) All DDGs
- ii) All ADGs of Independent Units
- iii) Chairman, ASRB/ Secretary, ASRB for information
- iv) Dr P.K. Rout, Principal Scientist, ICAR Hqrs
- v) PSO to DG, ICAR for information
- vi) PPS to Secretary ICAR for information
- vii) Guard file