

INDIAN COUNCIL OF AGRICULTURAL RESEARCH

Krishi Bhavan, Dr. Rajendra Prasad Road

New Delhi – 110001

F.No.19(10)/2004- Estt.IV

Dated 24th February, 2006

To

**The Directors/Project Directors of the ICAR Research Institutes/
NRCs/Bureaux**

Sub: Amendment in Technical Service Rules - regarding

Sir,

Reference is invited to para 7.4 of the Handbook of Technical Services - 4th Edition, according to which the model qualifications for different functional groups of technical employees are given in Appendix IV. These were notified vide letter No. 18(1)/97-Estt.IV dated 3.2.2000. To overcome the difficulties arising out of the implementation of these qualifications, it has been decided by the GB of the Council to amend the model qualifications to the extent indicated in the Annexure. The amendments will come into force with immediate effect.

2. The qualifications prescribed for the following groups are applicable only for the purpose of merit promotion (vide para 6.1 of the Handbook of the Technical Services - 4th Edition) of Council's employees in position as on 3rd February, 2000 :-

- (i) Sub-Group 'Other staff' in Group IV – "Library/Information/Documentation Staff."
- (ii) Group V - "Photographers"
- (iii) Group VI - "Artist"
- (iv) Sub-Group 'Production' in Group VII "Press & Editorial Staff".

3. The merit promotion in accordance with the qualifications amended vide Annexure, shall take effect from or after the date of issue of these instructions. Henceforth, vacant posts in the above groups are not to be filled. Related activities may be outsourced in the light of instructions contained in para 8 of GI, MF OM No. 7(2)/E Co-ord/2005 dated 23.11.2005 and other instructions/guidelines issued by Govt/ICAR from time to time. The market by its very nature keeps evolving according to emerging business opportunities. With some effort at vendor development by the concerned institutes, there may be no difficulty in outsourcing the work in accordance with the revised GFRs.

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4. Promotion against 33 1/3% posts in grade T-1 as provided in para 7.1 of the Handbook of Technical Services (4th Edition) shall continue to be made keeping in view the alternate qualifications contained in ICAR letter No. 7(10)/78 Per III dated 27.1.1979, read with letter No. 7(11)/83-Per.III dated 22.8.1984 as further clarified vide letter No. 19-7/2000-Estt IV dated 7.11.2003.

5. It has also been decided to amend para 6.5 (a) & (b) of Handbook on Technical Services (4th Edition) and para 2(iii)(a) & (b) of Council's Notification No. 18-1/97 Estt IV dated 3.2.2000 in the following manner :-

Existing Provision	Revised Provision
<p>Para 6.5 (a) & (b) and Para 2 (iii) (a) & (b) of Notification No. 18-1/97 Estt IV dated 3.2.2000</p> <p>(a) Those technical personnel who are working in T-7 grade (Rs 10,000-15,200) and have not been assessed for T-8 grade would be eligible for assessment to T-9 (Rs 12,000-16,500) grade after completion of 7 years of service in T-7 grade.</p> <p>(b) Those technical personnel who have already been placed in T-8 grade (Rs 10,000-15,200) will be assessed for T-9 (Rs 12,000-16,500) after completion of 5 years of service in grade T-8.</p>	<p>The technical personnel working in Grade T-7 and Grade T-8 and T (7-8) grade may be considered for merit promotion to grade T-9 after they have rendered service of seven years in grade T-7, or combined service of seven years in grade T-7, T-8 and T (7-8) as on 3.2.2000 and thereafter.</p>

Hindi version will follow.

Yours faithfully



(S.P. SANWAL)
UNDER SECRETARY (TS)

ANNEXURE

Qualifications for different Functional Groups

Group I - Field/Farm Technicians

CATEGORY I	
Existing Qualification	Amended Qualification
Matriculate with at least one year certificate from recognized institution in the relevant field.	No change.
CATEGORY II	
Bachelor's degree in the relevant field or equivalent qualifications from a recognized university	Bachelor's degree in Agriculture or any other branch of science/social science relevant to agriculture or equivalent qualification from a recognised university.
CATEGORY III	
Master's degree in the relevant field or equivalent qualifications from a recognized university.	Master's degree in Agriculture or any other branch of science/social science relevant to agriculture or equivalent qualification from a recognised University.

Group II- Laboratory Technicians :

CATEGORY I	
Existing Qualification	Amended Qualification
Matriculate with at least one year certificate from recognized institution in the relevant field.	No change.
CATEGORY II	
Bachelor's degree in the relevant field or equivalent qualifications from a recognized university	Bachelor's degree in Agriculture or any other branch of science/social science relevant to agriculture or equivalent qualification from a recognised university.
CATEGORY III	
Master's degree in the relevant field or equivalent qualifications from a recognized university.	Master's degree in Agriculture or any other branch of science/social science relevant to agriculture or equivalent qualification from a recognised University.



Group-III – Workshop Staff including Engineering Workshop Staff

CATEGORY I	
Existing Qualification	Amended Qualification
<p>Matriculate with at least one year certificate from recognized institution in the relevant field.</p> <p>* In the case of Drivers following qualifications have been prescribed:</p> <p>(i) Matriculation pass qualification from a recognized Board;</p> <p>(ii) Possession of a valid and appropriate driving licence from prescribed Govt. authority (the candidate will have to pass the practical skill test to be taken by an appropriate Committee of the Institute / Hqrs.</p> <p><u>Desirable qualification:</u></p> <p>(i) One year trade certificate in the relevant field from ITI; or</p> <p>(ii) Experience of driving in a recognized Institution; or</p> <p>(iii) Experience of motor mechanic work</p> <p>Note:- Such Group 'D'/ Supporting Staff borne on the regular establishment of the Institute/ Hqrs. Concerned who were deployed continuously and uninterruptedly as drivers and completed not less than a period of one full year on such continuous deployment as on 29th June, 1996 viz. the date of reclassification of the post of Driver, and who were otherwise, in all respect, fulfilling the eligibility for the post of Driver as per qualification in force immediately prior to 29th June 1996, would as a special one time relaxation be treated as eligible Departmental candidates for selection along with sponsored candidates for the post of Driver at the respective Institute / ICAR Hqrs.</p>	<p>No change.</p>
CATEGORY II	
<p>Bachelor's degree in the relevant field or equivalent qualifications from a recognized university</p>	<p>Bachelor's degree/Three years diploma in the relevant field or equivalent qualification from a recognised university</p> <p>(**)For Drivers/Mechanics for staff cars/jeeps/tractors/motorcycles/Scooters/ HTV & LTV: Following qualifications have been prescribed :</p>

	(i) Matriculation pass qualification from a recognised Board; (ii) Possession of a valid and appropriate driving license from the prescribed Govt. authority (the candidate will have to pass a practical skill test to be taken by an appropriate Committee of the Institute/Hqrs. (iii) 5 years experience.
CATEGORY III	
Master's degree in the relevant field or equivalent qualifications from a recognized university.	Master's Degree in the relevant field or equivalent qualifications from a recognised university. Or (***) Bachelor's Degree in the relevant field or equivalent qualification from a recognised university with at least five years relevant experience.

- * Prescribed vide Council's letter No. 17-1/97-Estt.IV dated 18.7.2000.
- ** Applicable for merit promotion under para 6(i) of the Handbook of Technical Services, 4th Edition. No direct recruitment in the sub-group 'Drivers and Mechanics for staff cars/ Jeeps/ tractors/ motor cycles/ scooters/HTV/LTV is to be made in Category II.
- *** Applicable to Council's employees in position as on 3.2.2000 for the purpose of merit promotion under para 6(i) of the Handbook of Technical Services, 4th Edition.

Note : Qualifications for Drivers (and such of the Telephone Operators who are holding the post in Technical Category on personal basis) have not been prescribed in Category-III because it has been decided to consider them for merit promotion only upto T-5 grade of Category II and not beyond that.

Group IV – Library/Information/Documentation Staff :

CATEGORY I	
Existing Qualification	Amended Qualification
Matriculate with at least one year certificate from recognized institution in the relevant field.	No change.
CATEGORY II	
Bachelor's degree in the relevant field or equivalent qualifications from a recognized university	<u>Essential Qualifications :</u> Bachelor's Degree in Library Science/ Library & Information Science or equivalent qualification from a recognised university. <u>Desirable Qualification :</u> (i) Experience of working in the relevant

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	field in a University/Institute/Council or any other organisation of repute. (ii) Knowledge of one foreign language * For other staff i) Bachelor's Degree ii) 3 years experience
CATEGORY III	
Master's degree in the relevant field or equivalent qualifications from a recognized university.	<u>Essential Qualifications :</u> Master's Degree in Library Science/ Library & Information Science or equivalent qualifications from a recognised university . <u>Desirable Qualification :</u> (i) Experience of working in University/Institute/Council or any other organisation of repute in the relevant field (ii) Knowledge of one foreign language * <u>For Other Staff</u> Master's Degree in Economics/Statistics from a recognised university.

* Applicable to Council's employees in position as on 3.2.2000 for the purpose of merit promotion under para 6.1 of the Handbook of Technical Services(4th edition). Direct recruitment in this functional group with the qualifications indicated for the sub group 'other staff' is not to be made in future.

Group -V : Photography Staff :

CATEGORY I	
Existing Qualification	Amended Qualification
Matriculate with at least one year certificate from recognized institution in the relevant field.	No change.*
CATEGORY II	
Bachelor's degree in the relevant field or equivalent qualifications from a recognized university	<u>Essential Qualifications :</u> (i)*Matriculate with at least five years experience in the trade <u>Desirable Qualifications :</u> i) Bachelor's Degree in Photography or equivalent Diploma in Photography ii) Experience of write-ups on Photographic features.

	<p><u>Desirable Qualification:</u></p> <p>Bachelor's degree in Journalism or equivalent Diploma in Journalism.</p> <p>For Language Assistants/ Translators</p> <p><u>Essential Qualification</u> Master's Degree in the concerned language or equivalent qualification from a recognised university, with five years experience in science writing and science journalism, in the concerned language, as evidenced by published material.</p> <p><u>Desirable Qualification :</u></p> <p>Bachelor's degree in Journalism or equivalent Diploma in Journalism</p>
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For posts pertaining to Production, Publicity and Public Relations under the Press and Editorial staff

B. Production

CATEGORY I	
Existing Qualification	Amended Qualification
Matriculate with at least one year certificate from recognized institution in the relevant field.	No change
CATEGORY II	
Bachelor's degree in the relevant field or equivalent qualifications from a recognized university	(*) i) Bachelor's degree or equivalent qualification from recognised University ii) Diploma in printing technology or 2 years post-graduate diploma in Book Publishing with specialisation in Book Production. iii) 3 years experience in the line.
CATEGORY III	
Master's degree in the relevant field or equivalent qualifications from a recognized university.	(*)i) Bachelor's degree or equivalent qualification from a recognised University ii)Diploma in Printing Technology or 2 years Post-Graduate diploma in Book Publishing with specialisation in Book Production. iii)7 years experience in the line

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*Applicable to Council's employees in position as on 3.2.2000 for the purpose of merit promotion under para 6.1 of the Handbook of Technical Services, 4th Edition. Hereafter, direct recruitment is not to be made in Group VII(B)-Production. All activities are to be outsourced.

C. Publicity

CATEGORY I	
Existing Qualification	Amended Qualification
Matriculate with at least one year certificate from recognized institution in the relevant field.	No change.
CATEGORY II	
Bachelor's degree in the relevant field or equivalent qualifications from a recognized university	<p>Essential Qualifications</p> <p>i) Bachelor's Degree in the relevant field or equivalent qualification from a recognised university.</p> <p>ii) 3 years experience in the relevant field</p> <p>Desirable Qualifications: Bachelor's degree in Journalism or Public Relations/ equivalent diploma in Journalism or Public Relations.</p>
CATEGORY III	
Master's degree in the relevant field or equivalent qualifications from a recognized university.	<p>Essential Qualifications :</p> <p>i) Master's Degree in the relevant field or equivalent qualification from a recognised university</p> <p>ii) Bachelor's Degree in Journalism/Public Relations/equivalent diploma in Journalism or Public Relations.</p> <p>iii) 3 years experience in the line. Minimum experience will be 7 years and 10 years for lateral entry to posts carrying scales of pay of Rs.10,000-15,200 and Rs.12,000-16,500 respectively.</p>

CATEGORY III	
Master's degree in the relevant field or equivalent qualifications from a recognized university.	<u>Essential Qualifications :</u> (i)*Bachelor's Degree in Photography or equivalent Diploma in Photography (iv) At least 5 years experience in the trade in a supervisory capacity <u>Desirable Qualifications :</u> Experience of write-ups on photographic features

*** Applicable to Council's employees in position as on 3.2.2000 for the purpose of merit promotion under para 6.1 of the Handbook of Technical Services(4th edition).**
Direct recruitment in Group V- "Photography Staff" is not to be made in future. All activities are to be outsourced.

Group -VI – Artist

CATEGORY I	
Existing Qualification	Amended Qualification
Matriculate with at least one year certificate from recognized institution in the relevant field.	No change
CATEGORY II	
Bachelor's degree in the relevant field or equivalent qualifications from a recognized university	* Bachelor's Degree in the field of Fine Arts/Commercial Art/Applied Art or equivalent qualification from a recognised university.
CATEGORY III	
Master's degree in the relevant field or equivalent qualifications from a recognized university.	i) * Master's Degree in the field of Fine Arts/Commercial Art/Applied Art or equivalent qualification from a recognised university ii) Minimum 5 years experience in the relevant field.

*** Applicable to Council's employees in position as on 3.2.2000 for the purpose of merit promotion under para 6.1 of the Handbook of Technical Services(4th edition).**
Direct Recruitment in Group VI 'Artists' is not to be made in future. All activities are to be outsourced.



Group-VII- Press and Editorial Staff

A. Editorial Staff

CATEGORY I	
Existing Qualification	Amended Qualification
Matriculate with at least one year certificate from recognized institution in the relevant field.	No change
CATEGORY II	
Bachelor's degree in the relevant field or equivalent qualifications from a recognized university	<p>Essential Qualifications</p> <p>Bachelor's Degree from a recognised University in agriculture or any branch of science/social science relevant to agriculture or equivalent qualification from a recognised University, with three years experience of science writing and science journalism as evidenced by published material.</p> <p><u>Desirable Qualification:</u></p> <p>Diploma in Journalism.</p> <p>For Language Assistants/Translators</p> <p><u>Essential Qualification :</u></p> <p>Bachelor's Degree in the concerned language or equivalent qualification from a recognised university, with three years experience in science writing and science journalism in the concerned language as evidenced by published material.</p> <p>Desirable Qualification</p> <p>Diploma in Journalism</p>
CATEGORY III	
Master's degree in the relevant field or equivalent qualifications from a recognized university.	<p><u>Essential Qualifications</u></p> <p>Master's Degree in agriculture or any branch of science/social science relevant to agriculture or equivalent qualification from a recognised University with five years experience of science writing and science journalism in the concerned language as evidenced by published material.</p>

Group-VIII – Medical and Paramedical Staff

CATEGORY I	
Existing Qualification	Amended Qualification
Matriculate with at least one year certificate from recognized institution in the relevant field.	No change.
CATEGORY II	
Bachelor's degree in the relevant field or equivalent qualifications from a recognized university	No change.
CATEGORY III	
Master's degree in the relevant field or equivalent qualifications from a recognized university.	No change.

Group-IX House Keeping Staff

CATEGORY I	
Existing Qualification	Amended Qualification
Matriculate with at least one year certificate from recognized institution in the relevant field.	No change.
CATEGORY II	
Bachelor's degree in the relevant field or equivalent qualifications from a recognized university	No change.
CATEGORY III	
Master's degree in the relevant field or equivalent qualifications from a recognized university.	No change.

