

**ATR on the recommendations of the ICAR Directors' Annual conference held through  
Video Conferencing on 2<sup>nd</sup> July, 2021**

**General recommendation**

The chair urged the ICAR scientists to strive hard to find practical and economical solutions to farmers needs and promote locally developed technologies for the benefit of farmers. The Secretary DARE and DG, ICAR called upon the Scientists to develop and provide demand driven advisories and technologies and regularly assess the impact of the technologies and advisories at the field level for higher reach and greater visibility.

Following action points for ATR:

S. No.	Decisions and Action points emerged	Action to be taken by
1.	All the employees in ICAR were advised to observe COVID-19 appropriate behavior and follow the instructions/guidelines circulated by MoHFW from time to time.	Administration
2.	All possible support may be provided to the families of all deceased employees of ICAR and necessary instructions for earlier settlement of dues should be circulated urgently. Orphaned children and the families that have lost their sole bread earners may be given all possible help and priority attention.	Administration
3.	Secretary DARE and DG, ICAR called upon the Directors of all the institutes to compile and document the success stories/case studies/revolutions etc. in respect of their respective institute and provide the selected success stories to the council through SMDs for their wider dissemination through various media platforms. For this purpose, the directors may also consider hiring the experts.	Head (SS)/ KVks
4.	Emphasis should be given to undertake the need based research. Before initiating the research work, a need assessment may be taken in consultation with the farmers /stakeholders/people from concerned experts from agricultural industries. Director NAIP, New Delhi was asked to prepare the format for undertaking need analysis. It was also advised that the exercise of the technology need assessment may be made a regular exercise for future and may be made a integral part of the project approval process.	All HoD's
5.	Interface meetings with the ICAR Institutes, SAUs, and Sr. Officers from State Govts. should be made a regular process. These interface meeting may be held biannually as per the provisions of the already prevailing circular. These meeting may be Chaired by the senior most Vice Chancellor of the Agricultural University located in the state or the APC/Secy. Agriculture of the concerned state. Director of the largest ICAR Institute located in the state shall be the convener of these meetings.	It is being followed. Technical Programme for each year is formulated including the recommendations from the experts from the SAUs during the Plenary session of IRC meeting every year.
6.	Media coverage of the activities of the institutes should be compiled and documented at least on annual basis, Director of institute may get it compiled for the Institutes, while director DKMA shall do it for ICAR HQ..	Head (SS)
7.	Digital photo and video library should be developed at institute level for safe and long-term storing of high-resolution photos, videos, short films etc	Head (SS)

8.	All the crop/commodity-based Institutes were asked to analyze the export potential of their respective crops/ commodities and must bring out a detailed document within 3 months time.	Head (SS)
9.	<del>It was decided that ADG (ICT) may process the proposal for purchase of a suitable anti plagiarism software and make it available to all ICAR institutes</del>	
10.	Payment gateway in the institutes may be made operational on priority. In case of a problem, the Directors may consult Director (Fin) who may take up the matter with the appropriate authority in SBI.	Bills/ Accounts
11.	The Chair desired that the SMDs may quickly finalize the EFC and provide them to PIM for further necessary action	PME/ Dr. Chandran K.P.
12.	Regarding preparedness for Bharat ka Amrut Mahotsav the Chairman asked the institutes to provide information through respective SMDs to OSD PPP). Further, it was further emphasized that the lectures which are being organized may be complied and published in the form of a book.	List prepared and communicated to the SMD PME/ Head (SS)
13.	Secy. (DARE) and DG (ICAR) reiterated that all the campaigns of the Government must be taken seriously and taken up in full swing and with required zeal by the all institutes.	Head (SS)/ KVks
14.	ADG (ICT) presented details about LRMS.DG, ICAR desired that the software is upgraded to address all the possible concerns and the feedback received from time to time from users once the platform is operationalized. DG, ICAR further desired that any change in land inventory status must be immediately uploaded on the LRMS portal by the institutes	Estate/ Coordination
15.	<del>A list of all pending civil works in the ICAR may be compiled by Director Works and put up to the Secy. (DARE) and DG (ICAR) urgently.</del>	
16.	<del>It was suggested that a digital platform may be developed for monitoring of major civil works/pending civil work across the ICAR institutes.</del>	
17.	Any query regarding recent Administrative reforms in Cadre review may bring in the knowledge of Director Administration so that consolidated decision may be taken and informed- accordingly.	Establishment
18.	Director (TS) Presented the status of cadre review of technical services. It was reiterated that vacant positions of T1- T3 in the institutes may be provided to ICAR headquarters within a week for necessary action. The chair further desired that the possibility may also be explored to fill these posts on regional basis to address the regional concerns.	Establishment
19.	LA urged all directors to handle the representations received by them properly in view of the existing provisions of the ICAR rules and regulations. The representation not given proper attention sometimes lead to the avoidable court cases. The court cases of routine nature where no policy/HQs involvement is necessary may be dealt by the institute directors for their quicker disposal. Institutes may, in a need-based manner, consider hiring Young Professionals with law background for efficient handling & quicker disposal of court cases.	Establishment/ RTI&APAR Cell
20.	<del>Secy. (DARE) and DG (ICAR) urged for quick resolution of legal matters. It was also desired that the comprehensive circular(s) issued by the Legal Cell in 2009 may be re-circulated urgently.</del>	

24	<del>Secy. (DARE) and DG (ICAR) reiterated that a fully functional Court Case Management System (CCMS) may be developed within a month and implemented.</del>	
22	AS & FA, DARE/ICAR called upon all concerned to ensure that all outstanding audit paras are settled on priority.	Finance & Accounts
23	Director, DARE requested that information regarding clause 56 (j) may reach the concerned by 5th day of each month. He urged all concerned to also provide requisite information regarding sensitive posts, ADG (TC) was advised to collect the information on the sensitive posts and circulate after necessary approvals.	Establishment/ RTI&APAR Cell
24	Regarding uniform guidelines and assessment criteria for assessing the relative merit of the applications for compassionate appointment may be devised and circulated within a week period.	Establishment
25	Secy. (DARE) and DG (ICAR) desired that disciplinary action must be taken against those who put external pressure for their personal work like transfer etc.	Establishment/ RTI&APAR Cell
26	Secy. (DARE) and DG (ICAR) instructed to all the institutes' director to evaluate the requirement of technical and send it to director (TS) by August end for initiating further action.	Establishment/ RTI&APAR Cell
27	Points raised by various director regarding reimbursement of COVID_19 treatment/ tests taken through App/online consultation, vaccination and other related issues of COVID-19 treatment. The issue may be taken up by director finance and endorse circular/oos of CGHS and finance ministry for clarification.	Bills/ Stores
28	It was pointed out by the directors of institutes regarding the reasonability of rates of items mentioned on GeM. DG (ICAR) instructed Director (GAC/TS) may look in to the matter and clarification may be taken from GeM official.	
29	ADG (ICI) informed that the training to all Nodal Officers of Agricultural Research Management System (earlier HYPM) in all ICAR Institutes has been provided. All Scientists of the Institutes need to enter their scientific output on monthly basis from April 2021 onwards. The detailed guidelines and User Manual are available on the website of the same. The approval of the competent Authority has also been conveyed to all Institutes.	PME/ Dr. Chandran K.P.
30	ADG(CT) briefed the meeting that the Kisan Sarathi, ICT platform, will be launched for citizens to providing two-way multimedia communication related to agricultural technologies and related advisories. In this platform, two experts from each KVK and a Nodal Officer from each of the ICAR Institutes is to be nominated for registration. These Nodal Officers will be responsible for responding queries of different stakeholders including farmers through this system. In this regard, it has been decided that each KVK and ICAR Institute should nominate Experts/ Nodal Officers as desired, which can be registered to this portal.	Head (SS)

31	<p>In view of integration of multiple Mobile Apps and Web Applications of different agricultural commodities developed by ICAR Institutes and to improve the quality of content. it has again been reiterated that Institute needs to take approval of the Council (respective SMDS) through ICT Unit of the Council, before development of any new Mobile App and Web Application which is to be made available for the public.</p>	Head (SS)
32	<p>As per the Government of India guidelines and directives, it is reiterated that all staff of ICAR are to use ICAR/NIC mail IDs only for the official communication. In future, no other emails IDs will be entertained and responded for official communication. This needs to be followed strictly by all staff members.</p>	Complied with the instructions.
33	<p>To ensure security of websites developed by different ICAR Institutes, Institutes were requested to shift their websites in ICAR Data Center. A communication to follow GIGW guidelines for the development of websites along with conduct of security audit has already been issued by ADG (ICT) to ICAR Institutes. However, the Institute will be responsible to update and manage the content of these websites on regular basis.</p>	Already completed.
34	<p>The different Mobile Apps developed by ICAR Institutes are being integrated into a single platform i.e., KISSAN 2.0. All the Institutes must ensure regular updating and functioning of these Apps. Besides, Institutes are also required to deposit requisite information in Krishi Portal developed by ICAR - IASRI, New Delhi.</p>	Head (SS)/ AKMU
35	<p>Secy. (DARE) and DG (ICAR) desired that the concerned SMDS/Directory Head of concerned Administrative branch) should go through the proceedings and initiate appropriate action accordingly, SMDS may monitor their respective institutes regarding status of action taken on the action points regularly.</p>	PME/ CAO/SFAO/HoD's