Indian Council of Agricultural Research
Krishi Bhawan, New Delhi

F.No.11-1/2023-Pers.II   Date: 27.09.2023

<u>NOTICE</u>

Subject: **Notice for Opening of Online Transfer Module-2023, for ARS Cadre Scientists – reg.**

It has been decided with the approval of the competent authority to operate the Online Transfer Module of Personnel Management Information System (PMIS) for ARS cadre Scientists (DR-Scientist/DR-Senior Scientist/DR-Principal Scientist), from 10.00 AM on 09.10.2023. the Online Transfer window will be closed at 05.00 PM on 23.10.2023.

2.   All eligible ARS Scientists (DR-Scientist/DR-Senior Scientist/DR-Principal Scientist) can apply for transfer through online transfer module during the aforesaid period.

3.   The Directors of all the ICAR Institute/ NRC/ Bureaux/ Directorates/ ATARI, are requested to apprise the scientific staffs of their respective Institute/ NRC/ Bureaux/ Directorates/ ATARIs accordingly.

4.   The Director and the Nodal Officer-PMIS, of ICAR Institute/ NRC/ Bureaux/ Directorates/ ATARIs, must ensure the correctness of service details filled by the applicants, like, date of joining at present institute, completion of number of years of service in institute, history of posting, study leave, maternity leave etc. in Online Transfer Module. They shall ensure that the PMIS database is updated in accordance with the Standard Operating Procedure of PMIS.

5.   The Scientist, who is eligible as on the date of opening of the transfer module and desires to apply for transfer, may access the module by logging on to *http://pms.icar.gov.in* and may upload his/her application for transfer with supporting documents as applicable. Such applications will be forwarded in online module, after due verification of service particulars by the concerned Director with specific recommendation, within the transfer cycle period.

6.   Before applying for transfer the applicants are advised to ensure that they are eligible for applying for transfer as per the transfer guidelines (2020). Furnishing any false/incorrect information or service particular or document will render the applicant ineligible for transfer and may also invite suitable disciplinary/administrative action. Eligibility for transfer does not confer any right

to get transfer and no representation in the matter shall be entertained.

7.   The Online Transfer Module can be accessed by the concerned ARS Scientist (DR-Scientist/DR-Senior Scientist/DR-Principal Scientist) using his/her HYPM username and password, followed by clicking the 'Apply for Transfer' button. The applicant should upload an undertaking as per Annexure-I of ARS Transfer Guidelines issued vide Council's O.M. No. 38(2)/2011-Pers.IV(Pt.) dated 01.10.2020. The vacancies in the ARS-Discipline & Cadre of the concerned Scientist will be shown on the opening of online transfer module. The applicant can opt for maximum three options out of the indicated vacancies. The vacancies shown will be indicative only and may change due to administrative/ technical reasons.

8.   In the Online Transfer Module, only those vacancies are proposed to be notified, which are to be filled in the interest of the Council. All vacant positions will not be reflected in the transfer portal.

9.   In case of any difficulty during the process, the same may be referred by e-mail to: *support.pms@icar.gov.in* with a copy to: *sanjeev.kumar@icar.gov.in.*

(M. K. Jain)
Joint Secretary (Personnel)

Distribution:
1. All ARS Cadre Scientists of ICAR.
2. All Directors of ICAR Institutes/ NRC/ Bureaux/ Directorates/ ATARIs for information and necessary action.
3. Dr. Sanjeev Kumar, Pr. Scientist, ICAR-IASRI, New Delhi for taking necessary action to operate the Online Transfer Module 2023.
4. Deputy Secretaries (Pers.)/Under Secretaries(Pers.)/Pers.I, III, IV & PMIS
5. PSO to DG, ICAR for information.
6. PPS to Secretary, ICAR/ PPS to FA, ICAR for information.
7. All the DDGs, ICAR, New Delhi.
8. DKMA for uploading the Notice on ICAR website for wider publicity.
9. Guard file.

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