

INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KRISHI BHAVAN : NEW DELHI

F.No. 2(1)/2006-Per.IV
To.

Dated: May 16th 2006

All the Directors of the Institutes/Directorates/NRCs/Bureax

Subject: Communication of 'Average' grading to the employees - regarding

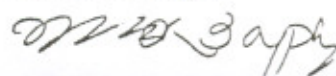
Sir,

In the CJSC meeting held on 26-27th April, 2006. it was pointed out by the staff representatives that as per the recently circulated guidelines relating to merit promotion of technical employees, promotion has been made contingent on prescribed thresholds being met, making it necessary for technical employees to consistently earn better grades in the ACRs. It was suggested by the staff side that the ACRs grades may be communicated to the employees to enable them to improve their grades and thereby the chances for promotion.

The matter has been carefully considered. As per existing instructions the contents of ACRs are not disclosed except when the ACR contains adverse entries. 'Adverse entries' in the ACRs, both on performance as well as on basic qualities and potential are communicated along with a mention of good points. Such a communication is required to be made within one month and representations, if any, are to be disposed off in accordance with the procedure laid down. Therefore it may not be possible to communicate the ACRs grades.

Appreciating the concern of the employees to improve their chances of promotion by taking remedial measures to improve their grade, it has been decided that if an employee is graded as 'Average' in the ACR, this may be communicated to him within a month. However no representation against 'Average' grading shall be entertained. Though the issue has been examined in the context of technical employees, these instructions would apply to all categories of employees.

Yours faithfully,



(K.K. Bajpai)
Director(P)

Copy to :-

1. All Officers at ICAR headquarter/KABI/KABII
2. Sr. PPS to DG, ICAR/PPS to Secretary, ICAR
3. Secretary, CJSC
4. MIU for ICAR website
5. US(A)/US(TS)/US(P)
6. CR Cell