



Indian Council of Agricultural Research

भारतीय कृषि अनुसंधान परिषद

Krishi Anusandhan Bhawan-II,

कृषि अनुसंधान भवन - II

Pusa, New Delhi-110012

पूसा, नई दिल्ली- 110012

Website: www.icar.org.in

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Dated: 17th October, 2016

To,

- (i) All Vice-Chancellors, State Agricultural Universities/ AAI-DU/ CAU/ ICAR-DUs/ CUs having faculty of agriculture.
- (ii) All Directors, ICAR Institutes

Sub: - Revised Guidelines for Emeritus Professor Scheme of the ICAR

Sir,

I am directed to forward herewith the guidelines governing the new Emeritus Professor Scheme of the ICAR as approved by the Governing Body in its 237th meeting held on 29.06.2016. These guidelines will be effective from 29.06.2016, the date of approval of the scheme by the Governing Body of the ICAR.

This issues with the approval of the Competent Authority in the Council.

Yours faithfully,

(Roja Sethumadhavan)

Deputy Secretary(Agril. Edn.)

Telefax: 25848033

Encl: As above

Copy for information to:

1. All DDGs, ICAR.
2. OSD & Sr. PPS to DG, ICAR.
3. PPS to Addl. Secretary and FA (DARE/ICAR).
4. PPS to Addl. Secretary (DARE) and Secretary ICAR.
5. OSD (NAEP Unit).
6. All ADGs, ICAR; Director (P), Director (F), ICAR.
7. Sr. F&AO (Agril. Edn.), ICAR.
8. All Officers/Sections of ICAR, Krishi Bhawan/KAB-I & II/ASRB/NAEP.
9. M&I Unit, KB & ISO, DKMA for uploading the same on the ICAR website.

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GUIDELINES FOR ICAR EMERITUS PROFESSOR SCHEME OF ICAR

The ICAR floated the Scheme of **Emeritus Professor** in order to provide an opportunity to the superannuated teachers/ Scientists of universities, colleges and institutions under ICAR-AU System who have been actively engaged in teaching/ training and research programmes of the State Agricultural Universities/CAUs/ICAR Deemed Universities/ Central Universities with Agricultural faculty in the preceding years to undertake teaching, other related activities, student research guidance and developing instructional material/ Text Books including e-learning resources for use in national agricultural education programme and distance education.

1. Objective of the Scheme:

The ICAR Emeritus Professor Scheme is a structural method of tapping Brain and Skill Bank of the outstanding superannuated professionals of National Agricultural Research and Education system (NARES) by utilizing their talent in teaching courses and uses their experience in addressing nationally important policy issues. Retired teachers/scientists may often be in a position to teach and work in economically and ecologically underprivileged regions. Hence, their expertise should be mobilized for launching a movement in science for remedying imbalances in available faculty positions for imparting higher agricultural education. The ICAR Emeritus Professor Scheme aims to utilize the talent and services of outstanding superannuated scientists/ teachers from NARES in teaching UG/ PG courses, other related activities, student research guidance and developing instructional material/ Text Books including e-learning resources for use in national agricultural education programme and distance education.

2. Scope of the Scheme

The benefit of scheme shall be open to the scientists/teachers of the level of Principal Scientist/Professor and above from NARES that includes State Agricultural Universities, Deemed Universities, Central Agricultural University, Central Universities having agriculture faculty, Centre and State funded institutions/organizations engaged in Agricultural Research, Education, Human Resource Development and Extension. The proposal shall be for teaching of specialized courses and developing instructional material for use in national agricultural education programme including distance education in the field of agriculture, veterinary science & animal husbandry, fisheries, home science, dairy technology and allied sciences.

3. How to apply

The teacher/Professor who is to retire in the next 12 months time is eligible to apply. The application should be submitted through the Executive Authority where the Emeritus Professor proposes to work in the prescribed Proforma to the Deputy Director General (Education), ICAR. The maximum age limit for applying for ICAR Emeritus Professor will be 65 years. Preference will be given to applicants superannuated within one year from the date of notification. The notification for filling up of vacant slots will be issued depending upon the vacancies from time to time. The applications received within the period specified in the circular will only be entertained.

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9. Operation of the funds

9.1 On receipt of the joining report of the Emeritus Professor through the Head of the Institution where he/she is working, the grants towards honorarium and contingent grant for a period of one year will be released. Subsequent releases will be made on the receipt of claim and expenditure/adjustment account.

9.2 The bank drafts of the grants will be in the name of the Head of the Institution /Comptroller, who in turn will arrange to further release the grant on approved items to the Emeritus Professor without causing any inconvenience to him. A copy of release order will also be sent to concerned Emeritus Professor.

9.3 The Emeritus Professor should submit claim for second/ subsequent instalment of grant in the prescribed Proforma and send through the Executive Authority of the College / University/ Institute who is responsible for maintaining such accounts. The Executive Authority should certify that the expenditure claimed under different heads has actually been incurred and utilized properly during the period for which payment was made and further that the grant has been exclusively utilized for the purpose for which it was sanctioned.

9.4 The statement of accounts should also include an adjustment account in the prescribed Proforma countersigned by the appropriate authority as mentioned above.

9.5 Any unspent balance from earlier payment lying with the Institution/ Emeritus Scientist should be adjusted to the current year's budget.

9.6 All books purchased out of the grants will have to be entered in a stock register maintained by the Professor and the same should be checked by the Auditor of the Host Institution. Any movable properties acquired by the Professor with the grants may be handed over to the Host Institution on completion of the tenure of the Emeritus Professor.

9.7 The Education Division of ICAR will be responsible for monitoring the performance of the Emeritus Professor scheme.

10. Cancellation of Appointment

- Misconduct
- Unsatisfactory work
- Ineligibility of the candidate if noticed later

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where he / she is permitted to work. His / her annual report would be submitted through Dean/Head of the Institution/Director of the Institute.

6.7 The duration of appointment of the Emeritus Professor shall be strictly for three years. No further extension will be considered. A committee specifically constituted with the approval of DG will undertake annual review of the work of Emeritus Professor.

6.8 The Emeritus Professor shall be entitled for residential accommodation in the institute where he/she had worked earlier. In case, the Emeritus Professor comes from outside, he shall be considered for accommodation on priority as per entitlement and existing rules of the University/Institution. The Emeritus Professor will be entitled to occupy ICAR / SAU Rest House, wherever available, on tours at the rates applicable to ICAR/SAU employees.

6.9 The appointment shall start only after the Teacher/ Scientist has actually retired, after availing of leave preparatory to retirement, if any, or when the basic facilities for the work have been made available.

6.10 The Emeritus Professor will be eligible to avail one-month leave with honorarium for each completed year of his / her tenure or on pro rata basis for any fraction of a year. He / she may plan his leave as convenient to him/her. In exceptional cases, Emeritus Professor may avail of leave up to three months without honorarium on health ground supported by medical certificate. He /she will be treated on duty while accepting assignments within NARES. The Head of the Department / Dean / Director of the Institute will sanction the leave and the office to which he is attached will maintain record.

7. Submission of Report

7.1 The Emeritus Professor on completion of his/her project is required to submit final report in the prescribed Proforma.

7.2 The honorarium for last two months to the Emeritus Professor will be released only after the receipt of 6 copies of the final report within three months of completion of the project.

8. Obligations of the Emeritus Professor

8.1 The sanctioned assignment may normally commence within 6 months from the date of issue of offer or the date of retirement of the scientist, failing which the offer may be withdrawn. In case, a teacher/Professor is officially deputed on any assignment including foreign assignment by the University/ICAR after the award of ICAR Emeritus Professor, his/her joining in the scheme is extended upto 1 year or the completion of the assignment, whichever is earlier.

8.2 The assignment will stand terminated from the date an Emeritus Professor accepts another position or takes up any other employment.

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6. Terms and Condition Governing the Grant

6.1 General terms and conditions

The schedule of terms and conditions governing grant-in-aid from the Council will *mutatis mutandis* apply to the grants to the Emeritus Professor.

6.2 Nature of Assistance Available Under the Scheme

The number of slots available under the Scheme is 100 at a given time. The assistance available under the Scheme is :

1. Honorarium of Rs. 50,000/- p.m.
2. Contingency grant (Non-lapsable) of Rs.1,00,000/- p. a. towards secretarial assistance, travel within the country connected with the assignment, stationery, postage, consumables, books and journals. However books and journals etc. procured out of the contingency grant will be the property of the university/college.

While awarding the Emeritus Professor the amount of contingent grant could be enhanced with the concurrence of the FA (DARE). The expenditure on travel may be used to cover the tours within the country to attend a scientific meeting / conference within the country once a year from the contingencies. Airfare in the economy class, eligible DA, and road mileage from the residence or from the headquarters to the airport and vice-versa will be admissible for such tours. No separate grant for TA/DA will be given and the Emeritus Professor is to meet the expenditure on TA/DA from contingencies. The contingent grant will be released only on the basis of requisition and actual utilization in the previous year.

The expenditure would be accounted for audit by the university department concerned like any other departmental expenditure. The Emeritus Professor would be entitled to such other privileges including medical facilities as available to the university faculty members. No separate grant for TA/DA will be given and the Emeritus Professor is to meet the expenditure on TA/DA from contingencies. The contingent grant will be released only on the basis of requisition and actual utilization in the previous year.

6.3 The Emeritus Professor will devote his whole time to the approved programme for which financial assistance is provided and he will not accept any other regular or part time remunerative job during his tenure as Emeritus Professor.

6.4 The Emeritus Professor shall not receive any assistance for the same work from any other source so long as he receives assistance from the Council.

6.5 The Emeritus Professor shall normally remain attached to an Agricultural University / ICAR DUs from where he / she retired, or to any other institution concerned with agriculture and allied sciences where he / she is assured in writing of the necessary facilities.

6.6 The Emeritus Professor will participate in the teaching programmes in the field of his / her specialization of the university or institute to which he/ she is attached. The Emeritus Professor shall be subject to the discipline of the Institute

4. Procedure of Selection

Appointment of ICAR Emeritus Professor is to be made on the basis of recommendation of the Expert Committee constituted by ICAR for this purpose. The applicant, should not be holding any other post or be gainfully employed anywhere at the time of joining as ICAR Emeritus Professor.

Following criteria will be taken into consideration for selection of Emeritus Professor:

- The applicant should be an outstanding superannuated teacher/Scientist with good record of published work and teaching/ training experience of minimum 5 years.
- The ICAR Emeritus Professor can work under this scheme upto the age of 70 years or upto three years, whichever is earlier.

5. Expert Standing Committee

5.1 The Expert Standing Committee will comprise of the following:

- A Scientist/Educationist of eminence - Chairman
- Dy. Director General (Education) - Member
- 2 Vice Chancellors of State Agricultural Universities - Member
- 1 Vice Chancellor from Deemed Universities - Member
- Asstt. Director General In-charge of the Scheme - Member Secretary

5.2 The Expert Standing Committee will be constituted with the approval of the President, ICAR Society. The tenure of the Expert Standing Committee members shall be of two years.

5.3 The non-official Members of the Expert Standing Committee will be paid TA/DA and honorarium for attending the meetings of the Committee as per the Council's rules.

5.4 The functions of the Committee will be:-

- To consider and recommend the cases of Teachers/Professor for initial award as Emeritus Professor.
- To recommend the duration for which Emeritus Professor position is given.
- To consider and recommend the contingent and travel grant required for the Scheme.
- To review/monitor the Emeritus Professor in position.
- To advise the Director General / President of the ICAR on all matters concerning the scheme.

5.5 The recommendations of the committee will be put up to the President, ICAR through the DG, ICAR for his approval. The DG, ICAR will be competent to perform all ancillary work including grant of interim extension to the Emeritus Professors pending the recommendations of the Committee.