

ICAR-INDIAN INSTITUTE OF SOIL SCIENCE
NABIBAGH, BERASI ROAD: BHOPAL-38

F.No. 01-2/2016-17/C&B/IISS

Dated: 25.10.2017

ENDORESEMENT

A copy of ICAR Office Memorandum No. FIN/10/1/2013 dated 19.07.17 alongwith Ministry of Finance 19047/10/2016-E-IV dated 12.07.2017 regarding Honorarium/Sitting fee to the Non-Official Members for attending various meeting is forwarded for information, guidance and future necessary action.


(Assistant Administrative Officer)

Distribution:

1. PS to Director, IISS, Bhopal for information.
2. All PC's/HODs/ Incharge's of various sections, IISS, Bhopal.
3. I/c AKMU, IISS, Bhopal for uploading the endorsement on IISS website.

INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KRISHI BHAVAN: NEW DELHI

फैक्स संदेश संख्या 3269
दिनांक 19/07/2017
पृष्ठों की संख्या 02

F. No.: FIN/10/1/2013-CDN (A&A)

Dated the 19th July, 2017**Office Memorandum**

SUB: Revision of Honorarium to the Non-Official Members for attending the meetings of ICAR Society: Reg.

The matter regarding enhancement of rates of Honorarium to the experts/advisers of the Committees of ICAR was under consideration of the Council in consultation with the Ministry of Finance, Department of Expenditure (DOE). The Ministry of Finance vide their OM No.19047/10/2016-Estt.IV dated the 12th April, 2017 (Copy enclosed) has now agreed to enhance the sitting fee for the Non-Official Members of various committees based on their categorization. Accordingly, the revised rates of Honorarium as per the categorization indicated by the MoF in the aforesaid instructions, for following Committee of ICAR will be as under:

| Sl. No. | Name of the Committee in ICAR | Honorarium/Sitting Fee | |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|----------------------------------------|
| | | Existing Rate | Enhancement as per MoF, Govt. of India |
| 1. | All Non-Official Members of i. Members of AGM of ICAR ii. Governing Body of ICAR (Under 2.1 (i) of MoF orders for High Level Committee) | Rs.2000/- | Rs.10,000/- |
| 2. | I) All Non-Official (outside Experts and subject matter specialist) of i) Experts of Research Advisory Committee (s) (RAC) and NASF. | Rs.2000/- | Rs.4,000/- |
| | II) i) Board of Management (BOM). ii) Institute of Management Committee (IMC). iii) Institute Research Council (IRC) & other Committee (Edn. Division, NAHEP etc.) and iv) Quinquennial Review Team (QRT) v) ICAR (Official Advisers/Experts) other than DG's nominee in ASRB, etc. (Under 2.1 (iii) of MoF orders for High Level Committee) | Rs.1500/- | Rs.4,000/- |

The rates and other conditions for all the Committees remain unchanged.


(SANJEEWAN PRAKASH)
DEPUTY DIRECTOR (FIN.)

Contd...2/-

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II ICAR Headquarters:

1. All Officers/Sections, ICAR, Krishi Bhavan, New Delhi including Krishi Anusandhan Bhavan I & II, NASC, Pusa, New Delhi.
2. Chairman, ASRB.
3. All DDGs & SMDs
4. ADG (CDN)/ADG (PIM)/PD, DKMA
5. Deputy Secretary (A)
6. Under Secretary (Cash)/DDO (Estt.)
7. Cash I & II and Audit II & III Sections, ICAR
8. Sr. PPS to Secretary, DARE & DG, ICAR/PPS to Additional Secretary, DARE & Secretary, ICAR/PPS to AS&FA, DARE/ICAR
9. Information System Officer, DKMA, KAB-I for placing the above OM on ICAR Web-Site
10. Secretary (Staff Side)
11. Guard file
12. Spare copies (10).

No.19047/10/2016-E-IV
Government of India
Ministry of Finance
Department of Expenditure

North Block, New Delhi.
Dated: 12.04.2017

OFFICE MEMORANDUM

Subject: Delegation of powers to Ministries/ Departments for payment of Sitting Fee In respect of Non-officials of Committees/ Panels/ Boards etc.

The undersigned is directed to state that the issues related to payment of Sitting Fee to Non-officials of Committees/Panels/Boards etc. have been examined in D/o Expenditure. It has been decided that Administrative Secretaries of the Ministries/ Departments may decide the Sitting Fee in respect of Non-officials of Committees/Panels/Boards etc. in consultation with their Financial Advisors and with the approval of their Ministers.

2. While considering the proposals for payment of Sitting Fee to Non-officials, the Ministries/Departments are directed to keep in view the following instructions/guidelines:-

- 2.1. Categorisation of Committees: For the purpose of payment of Sitting Fee, Committees/Boards/panels are categorized into following three categories:-
- (i) High Level Committee : In terms of Cabinet Secretariat Circular No. 1/16/1/2000-Cab. dated 15.04.2002, a High Level Committee is a Committee set up with the approval of Hon'ble Prime Minister through the Cabinet Secretary and presided over by a high ranking dignitary e.g. a Minister, a Judge of the Supreme Court of India, a Vice-Chancellor etc. including prominent persons in public life as Members.
 - (ii) Technical or Expert Committee: A Technical or Expert Committee is a Committee constituted to discharge functions as prescribed under Acts/Rules/Subordinate legislation on the subject. Such Committee is to be set up with the approval of the Minister of the concerned Ministry. In case any Member of Parliament is included in the Committee, the prior approval of Prime Minister to their inclusion is to be obtained in terms of Cabinet Secretariat Circular No.1/16/1/2000-Cab. dated 15.04.2002.
 - (iii) Other Committees: All other Committees will be covered under this category. These Committees will be constituted with the approval of the Administrative Secretary or Minister.

2.2 Definition of a Non-official: For the purpose of grant of Sitting Fee only such persons are to be considered as Non-officials who are not employed in any institution/organisation/body funded by the Central Government.

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(A)

3. Rates of Sitting Fee: On the basis of categorisation of Committees viz. Level Committee, Technical or Expert Committee and Other Committees, Ministries/Departments shall ensure that the maximum rates of Sitting Fee to be paid to Non-official Chairman/ Members will not be more than the following:-

- (I) High Level Committee : Not more than Rs.10,000/- per day of Sitting
- (II) Technical or Expert Committee : Not more than Rs.6000/- per day of Sitting
- (iii) Other Committees : Not more than Rs.4000/- per day of Sitting.

4. For arriving at the rates of the Sitting Fee to Non-official Chairman and Members of the Committees/Boards/Panels, the Ministries/Department shall observe the following conditions:

i. While considering the amount of Sitting Fee, the Ministries/Departments shall have to keep in view facts such as nature and scope of the Committee, importance of the subject assigned to the Committee, category of the Committee (i.e. High Level Committee, Technical or Expert Committee or other Committee), the status of Chairperson/ Members, duration of the Committee, frequency of meetings, Terms of Reference of the Committee etc:


ii. In no case, the ceiling should exceed 10 meetings in a month in respect of all categories of Committees viz. High Level, Technical or Expert Committees and Other Committee. It is presumed that such committees are constituted for a limited duration specified in the order.

'B' [iii. It is clarified that the Govt. employees nominated to such Committees/ Boards/Panels etc. will not be entitled to Sitting Fee.

iv. Cases seeking deviation from the above norms may be referred to M/o Finance giving full justification for seeking deviation.

3. These instructions will be effective from the date of issue of this O.M.

4. This is issued with the approval of Finance Minister.


12/04/2
(Nirmala)

Deputy Secretary to the Government of India
Telefax. 23093

- 1. Secretaries of all Ministries/ Department (as per standard list).
- 2. Financial Advisers of all Ministries/ Departments (as per standard list).
- 3. Cabinet Secretariat - For information.