भा.कृ.अनु.प.- खुम्ब अनुसंधान निदेशालय

ICAR-DIRECTORATE OF MUSHROOM RESEARCH

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CHAMBAGHAT,SOLAN (H.P.)-173213

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फ-स 3(4)/भर्ती/26/ 8646-864 दिनांक : 6 नवंबर, 2026

To

1. The Directors/Project Directors of ICAR Institutes/Directorates/Bureaus/NRCs/ATARIs
2. All Central Governments or State Governments or Union Territories or Autonomous Bodies or PSUs/Institutes
3. The Under Secretary (Admn.), ICAR, Krishi Bhavan, New Delhi – 110001

Subject: Filling up of 01 vacant post of Assistant Administrative Officer at ICAR-DMR Solan on Deputation basis - reg.

Ref: ICAR Recruitment Rules (Group B) vide OM No. 11-2/2022-R&P dated 07.06.2023 and amendment vide OM 11-3/2025-R&P (III) dated 17.04.2026

Sir/Madam,

It is proposed to fill up 1 vacant post of Assistant Administrative Officer in ICAR-DMR, Solan on Deputation/permanent absorpotion basis from amongst the officials of ICAR Headquarters or ICAR Institutes or Central Government or State Government or Union Territories or Autonomous Bodies or PSUs. The particulars of the post and eligibility are given below:-

Name of the post	No. of posts	Pay Level as per 7th CPC	Eligibility
Assistant Administrative Officer	One (01) UR	Level-7	(i)Holding the analogous post on regular basis in parent cadre/department and eligible; Or (ii) Having 5 years of regular service in the Pay Level-6 (Pre-revised Pay Band-2, Rs. 9300-34800 with Grade Pay of Rs. 4200) in parent cadre/department.

The initial deputation period shall be for one year which may further be extended by 1 year at a time, subject to a maximum period of 3 years. Permanent absorption may be made as per ICAR rules and consent of the concerned Directors. **The Director, ICAR-DMR, Solan may revert the deputation at any time based on the performance of candidate or administrative reasons.**

Note:

1. The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed 3 years.
2. Preference in deputation will be given to the officials of ICAR System.
3. The departmental officials in the feeder category, who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation.
4. The maximum age limit for appointment on deputation/deputation (including short term contract) shall 'not exceed fifty-six years' on the closing date of receipt of applications.
5. The official, who initially comes on deputation and is considered suitable for the post, may be permanently absorbed by the appointing authority, if no incumbent is available in the feeder cadre, in accordance with the guidelines of DoP&T/ GoI and the parent Department agrees to the proposal of permanent absorption.

It is requested that the vacancy may please be circulated amongst the eligible and desired candidates, working at your Institute and also in Regional/Research Stations. Applications of only such candidates who can be relieved immediately in the event of their selection may please be forwarded in the enclosed proforma through proper channel so as to reach the Director, ICAR-DMR, Solan latest by 04.12.2026 along with the following documents:-

1) Duly filled application proforma through proper channel.
2) Attested copies of APAR dossiers for the last 5 years.
3) Certificate to the effect that no Vigilance case is pending or being contemplated against the candidate(s).
4) Integrity certificate and AIPR (Year 2025)

Incomplete applications or those received after the prescribed due date will not be considered. Application along with relevant documents can be mailed to hoa.dmr@icar.org.in. Terms and conditions of transfer and service conditions will be governed as per rules and guidelines issued by ICAR from time to time.

This issues with the approval of the Director, ICAR-DMR, Solan.

Encl.-Proforma

भवदीया/Yours faithfully,

ह2नू2 6/11/2026

प्रशासनिक अधिकारी/Administrative Officer

<u>प्रतिलिपि</u> :

1. अवर सचिव (प्रशासन), भारतीय कृषि अनुसंधान परिषद, कृषि भवन, नई दिल्ली - 110001
2. इंचार्ज AKMU, खुम्ब अनुसंधान निदेशालय, सोलन से अनुरोध है कि वह विज्ञापन निदेशालय की वेबसाईट पर अपलोड करें ।
3. नोडल अधिकारी/ लोकल ऐड्मिन, e-office खुम्ब अनुसंधान निदेशालय से अनुरोध है कि वह इस विज्ञापन को e-office पर अपलोड करें ।
4. सतर्कता अधिकारी, खुम्ब अनुसंधान निदेशालय,सोलन।
5. निजी सचिव निदेशक, खुम्ब अनुसंधान निदेशालय, सोलन ।

PROFORMA

भा.कृ.अनु.प-खुम्ब अनुसंधान निदेशालय, सोलन में सहायक प्रशासनिक अधिकारी के पद पर आवेदन हेतु प्रपत्र

1. Name of the Candidate :
2. Name of the Institute where candidate is presently working :
3. Present post :
4. Date of appointment on regular basis in the present post :
5. Whether permanent or temporary :
6. Date of Birth :
7. Educational qualifications :

S.No.	Name of exam passed	Board/Institution	Year
1			
2			
3			
4			

8. Category (UR/SC/ST/OBC) :
9. Full Postal address :

10. Contact number & E Mail :

11. Service Particulars:

Name of Institute	Post Held	Scale	Period		Nature of duties
			From	To	

12. Any other relevant information :

I _____ do hereby declare and certify that the information furnished above is correct and true to the best of my knowledge and belief.

Place:

Date: **Signature of the applicant**

Certificate to be furnished by the Head of Office

It is certified that the information furnished by the candidate has been verified from the service records of the candidate and found correct. It is also certified that no vigilance/disciplinary case is pending/contemplated against the above candidate.

Place: **Head of Office**

Date: (**Signature with Seal)**