

4(1)(b) Publish within one hundred and twenty days from the enactment of this Act,-

1. The particulars of its organisation, functions and duties:

AICRP was sanctioned to UAS(B) in the year 1980

Under this project one Senior and one Junior Scientist, One Lab Assistant, One Senior Field Assistant and one Messenger posts have been sanctioned.

The main function and duties of the project is to work towards achieving food and nutrition security of farm families, with more emphasis towards women and children. The scientists will be achieving the goals set by the ICAR, towards these objectives along with supporting staff.

2. The powers and duties of its officers and employees:

The both the scientists are responsible for identifying the gaps in achieving Nutritional & Food Security of farm families and will be working towards achieving it along with the supporting nontechnical staff.

3. The procedure followed in the decision making process, including channels of supervision and accountability:

Any project related to financial and administrative matters will be taken approval from the Director of Research, Comptroller and Vice Chancellor before initiating. The scientist will be submitting monthly, quarterly, half yearly reports of the project activities to the Director of Research. Further annual report will be submitted to the IACA-CIWA for evaluation / review.

4. The norms set by it for the discharge of its functions:

The project and its objectives will be set by the ICAR-CIWA for every year, which will be executed by the scientist under the guidance of Director of Research wherever necessary.

5. The rules, regulations, manuals and records, held by it or under its control or used by its employees for discharging its functions;

The records pertaining to technical programme and work plan for implementation, budget, funding agency, purchase stocks, issue register..ie DBI, DBR, Stock verification will be maintained by the Scientists. Chemicals, Glass wares, Stationary, will be under the Lab assistant and issued to the concerned officer with the pre request and permission of Senior Scientist. The items written off will be sent to stock purchase officer with prior permission of Director of Research and Comptroller.

6. A statement of the categories of documents that are held by it or under its control;

Stock Ledger – DBR, DBI, chemical, glassware, stationary, perishable, Indent book, All Registers

7. The particulars of any arrangement that exist for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof;

For implementation project 2017-20, Ethical Committee clearance will be taken for which lay person is a member whose approval is taken

8. A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public; --NA--
9. A directory of its officers and employees – NA-
10. The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations; - NA-
11. The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made – NA-
12. The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes; -- NA--
13. Particulars of recipients of concessions, permits or authorisations granted by it. –NA--
14. Details in respect of the information, available to or held by it, reduced in on electronic form; --NA--
15. The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use;--NA--
16. The names, designations and other particulars of the Public Information Officers; --NA--
17. Such other information as may be prescribed; and thereafter update these publication ever year.—NA--