

PROCEEDINGS OF THE FIRST MEETING OF 15TH INSTITUTE JOINT STAFF COUNCIL OF ICAR - CENTRAL TOBACCO RESEARCH INSTITUTE, RAJAHMUNDRY HELD AT MUSEUM HALL OF ICAR-CTRI, RAJAHMUNDRY ON 20.12.2021 (TUESDAY) at 03:00 PM

The 1st Meeting of 15th Institute Joint Staff Council (IJSC) of ICAR-Central Tobacco Research Institute was held at ICAR-CTRI, Rajahmundry on 20.12.2021 under the Chairmanship of the Director, ICAR-CTRI, Rajahmundry.

The following attended and participated in the meeting.

Dr. D. Damodar Reddy, Director, ICAR-CTRI -- Chairman

Official Side Members:

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| 1. Dr. S. Kasturi Krishna, Principal Scientist | -- | Member |
| 2. Dr. J. Poorna Bindu, Scientist | -- | Member |
| 3. Shri. M.N.P. Kumar, ACTO | -- | Member |
| 4. Shri. K.T.R. Singh, Private Secretary | -- | Member |
| 5. Shri. Y. Subbaiah, SFAO I/c | -- | Member |
| 6. Smt. V. Bhagya Lakshmi, Administrative Officer | -- | Secretary |

Staff Side Members:

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| 1. Shri. K. Shravan Kumar, Technical Assistant | -- | Secretary |
| 2. Shri. T. Ramesh, Technician | -- | Member |
| 3. Shri. A. Prabhu, Assistant | -- | Member |
| 4. Shri. P. Satish, LDC | -- | Member |
| 5. Shri. Y.S.V. Subba Rao, SSS | -- | Member |
| 6. Shri. K. Nageswara Rao, SSS | -- | Member |

At the outset, Dr. D. Damodar Reddy, Director, ICAR-CTRI, Rajahmundry and Chairman of the Institute Joint Staff Council (IJSC) welcomed all the newly elected members present in the Committee Room for the first meeting of 15th IJSC. He appreciated the joint council mechanism of CTRI as a good platform to communicate and resolve issues relating to the staff. Further, the Chairman informed that most of the issues/problems of the staff were addressed/solved within the frame work of the ICAR/Gol rules in vogue. He stressed that we all are proud to be a part of ICAR and called for joining hands together for its betterment. Thereafter he requested Smt. V. Bhagya Lakshmi, Administrative Officer and Member-Secretary (Official Side) to deliberate on the agenda items.

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Item No.1: Appreciation of Institute management for execution of staff welfare activities:

The Secretary (SS) and Members expressed their gratitude to the Chairman and Secretary (OS) for timely execution of the following Assessments for Technical, Probations declarations and Promotions for Administrative Personnel.

- Scientists (Probationary Declaration) - 1
- Technical (Probationary Declaration)
 - 1. Technical Assistant (T-3) - 15
 - 2. Technician (T-1) - 13
- Technical Assessments (F/F-Cat. I & II) - 9
- Administration (Probationary Declaration)
 - 1. LDC - 5
 - 2. Stenographer - 1
- Promotion from Assistant to AAO - 2
- Promotion from UDC to Assistants - 3
- Skilled Supporting Staff:
under 33.33% promotion quota
 - 1. Promotion from SSS to T1 - 9
 - 2. Promotion from SSS to LDC - 1
- MACP:
 - Administration: - 4
 - Skilled Support Staff: - 4

Item No.2: Request to prepare panel hospitals of ICAR-CTRI and its Research Stations for cashless treatment/credit facility:

The Secretary (SS) requested the House to prepare Panel Hospitals of ICAR-CTRI and its Res. Stations for cashless treatment/credit facilities.

After thorough discussion, it was decided by the House that the credit facility for medical treatment will be extended to SSS, LDC and Technician-T1 level as per the guidelines of CS(MA)/CGHS.

Action: AAO (B&C)

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Item No.3: Time limit for accord permission for inpatient treatment and reimbursement of medical bills of all OPD, inpatient treatment:

The staff side represented the hardship faced by staff for the bill settlement and the thorough discussion was done regarding the subject.

The Chairman expressed the concern about the exorbitant expenditure incurred on account of reimbursement of medical claims and requested all the staff to follow all the rules and guidelines scrupulously on the medical reimbursement.

The Secretary (OS) informed that the medical bills of the all the categories of employees have been processed timely following the prescribed rules and regulations as per CGHS/CS(MA) without delay. Hence dropped.

Item No.4: Implementation of ICAR Endorsement No.F.22(1)/2016-CDN (A&A) Vol-II dated 28.06.2021 regarding NPS:

The staff side requested to issue necessary orders to take option from all the employees who are under NPS and take necessary action for onward submission to Central Record keeping Agency.

The Chairman instructed all the NPS subscribers to submit the necessary option forms to the concerned for onward submission to CRKA as per the guidelines for implementation.

Action: SFAO/A&A

Item No.5: Timely and advance action in convening of Department Promotion Committee meetings in terms of Model Calendar:

The Secretary (SS) requested the House that the DPC meetings may be conducted as per the prescribed time limit of Model Calendar of ICAR.

It was informed to House that the DPCs and TACs are being conducted as per the time schedule and instructions of the Council from time to time.

It was also informed that the Workshop and Lab category Technical Assessments will be conducted shortly depending on the availability of the Chairman & Members of the TACs.

Action: AAO (E)


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Item No.6: Cadre restructuring of administrative cadres of ICAR:

The Secretary (SS) informed that the administrative staff of CTRI is very low and the recent cadre review has reduced the posts were drastically from 67 to 31. Due to this, administration staff lost their promotion avenues. The staff side requested that the matter may be taken-up with ICAR for restoration of the administrative posts as per the earlier sanctioned strength.

It was informed that the matter will be taken up with the ICAR.

Action: AAO (E)

Item No.7: Filling up of vacancies at T-1 level under 33 1/3% promotion quota:

The Secretary (OS) informed that as per the seniority list of SSS, 9 vacancies were filled-up under the 33 1/3% promotion quota as on date and the remaining one position will be filled as per the panel list within a day or two.

Action: AAO (E)

Any other items with the permission of the Chair:

The Secretary (SS) informed to the Chair that the vacant quarters may be filled-up and requested to allot to the eligible employees.

It was informed that the Circular will be issued at the earliest for allotment.

Action: AAO (P&S)

The meeting ended with a vote of thanks to the Chair.

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