



APPLICATION FORM

1. Full Name (BLOCK letters) :
2. Institutional affiliation :
- Address :
- Tel. No. :
- FAX No. :
- E-mail :
3. Educational Qualification : Year :
4. Organization/Institute :
5. Current Designation :

(Signature of candidate)

Forwarding from Head of Institution/ Competent controlling authority:

1. The training will be useful, as the sponsored staff is involved in the works related to the finance/administrative work of the institute and will be useful to effectively carrying out his duties.

2. Candidature of Mr/Ms..... working asis forwarded for inclusion in the training programme.

(Signature and seal of competent controlling authority/
 Head of Institute/ Department)

Name :
 Designation :
 Address :

To
Dr. Arjava Sharma, Course Director &
 Director, ICAR-National Bureau of Animal Genetic Resources,
 P.B. 129, GT Road By-Pass, Karnal-132001 (Haryana), INDIA.
 Phone: 0184-2267153, Fax: 0091-184-2267654,
 Email: director.nbagr@icar.gov.in

About ICAR-NBAGR

ICAR-NBAGR aims to identify, characterize and conserve indigenous farm animal genetic resources for sustainable utilization and livelihood security. The mandate of bureau is identification, evaluation, characterization, conservation and utilization of livestock and poultry genetic resources of the country. During it's more than 25 years of existence, the bureau has worked on phenotypic and genetic characterization of indigenous livestock breeds, development of information systems on animal genetic resources, association studies with traits of economic importance, development of computational methodologies for animal genetic resources, etc.

About Karnal

The city of Karnal was founded by Raja Karna, a central character in the Mahabharata war. Karnal is located at 29°41'N 76°59'E/ 29.68°N 76.98°E. It is known for its lush greenery. It is roughly equidistant (125 Km) from New Delhi and Chandigarh and is located on the G.T. road (NH-1) and on the Delhi - Ambala railway line.

About the training: This training has been designed to cover the various administrative and financial rules and guidelines to be followed in the ICAR system. Moreover the program also aims for the personality development and stress management for overall improvement of the professional and personal life of the working staffs. This program will also cover the opportunities available to the working personnel for their career improvement.

Course objectives: The training program is intended to bring awareness and update the knowledge about the ICAR guidelines and rules for effectively carrying out the financial and administrative works in the ICAR institutes / SAUs.

Course contents: The training program aims to cover various topics interfacing between Research- Administration-Finance. The topics include; Indian agriculture and NARS evolution, general financial management and GFR-2017 in ICAR, Public Financial Management System, purchase procedure and auditing in ICAR, Important rules and By-laws of ICAR society, ICAR rules and guidelines related to tours & allowances, Vigilance setup in ICAR, Personality development and Stress management, Motivation for improvement of working efficiency, Introductory computing skills, Important portals in ICAR: MIS-FMS, HYPM, Opportunities for career improvement through distance learning.

Eligibility: Technical and administrative staffs of ICAR institutes & SAUs.

Course fee: There is no course fee for the selected candidates. However, the candidates will have to make their own arrangements for meeting their travel expenses and need to make the payment for the lodging and boarding facilities.

Application: Those who are interested can apply on the prescribed Application Form before 13th June, 2018. Duly filled application may also be submitted through email to the course director/coordinator. Selected candidates will be informed through e-mail/fax.



For registration enquiries please contact the Course Co-ordinators:

Dr Reena Arora, Principal Scientist
 Email: reena.arora@icar.gov.in
 Phone (M):+91-9896273333

Dr S. Jayakumar, Scientist
 Email: jayakumar.s@icar.gov.in
 Phone (M):+91-8901294046

Dr Karanveer Singh, Senior Scientist
 Email: karan.singh2@icar.gov.in
 Phone (M):+91-9996480693

Last date of application : 13th June 2018

Confirmation of selection : Before 15th June 2018