

A FRAMEWORK FOR TRANSPARENCY AUDIT 2020-21

Organisation and Function

Indian Institute of Rice Research-<https://www.icar-iirr.org>

Last Updated: 28.05.2021

S. No.	Item	Details of disclosure
1.2	Power and duties of its officers and employees [Section 4(1) (b)(ii)]	<p>(i) Powers and duties of officers (administrative, financial and judicial)</p> <p>1.2.1. powers and duties of Director , Scientists, Administrative and Finance and Accounts Officer</p> <p>IIRR is headed by its Director, who looks after the management of research and administration of the Institute. Director is assisted by one Senior Administrative Officer, two Assistant Administrative Officers in day-to-day administration. They are assisted by administrative staff belonging to different categories such as Assistants, Senior Clerks, Junior Clerks, Personal Assistants and stenographers. The administrative wing is organized into Establishment, Bills, Stores, Works, Vehicles and Dispatch and functions under the overall control of Senior Administrative Officer. The Assistant Administrative Officer is also functioning as Drawing and Disbursing Officer. Adequate administrative powers have been delegated to the Senior/Assistant Administrative Officers. So far as the Accounts and Finance management is concerned, Director is assisted by a Finance & Accounts Officer, with a JAO and other staff members. The Finance wing also deals with financial matters of AICRP Research Centres and monitors the utilization funds granted to each of the AICRP centres in the mandate crops of the Institute.</p> <p>The other service sections which functions at IIRR include Farm, PME Cell, ITMU, AKMU and Library each under the in-charge of Principal Scientists. Scientists in different disciplines carry out research programmes approved by Institute Research Committee under the chairmanship of the Director. Scientists also carry out research work of sanctioned externally funded projects. The technical staff help scientists in attaining the research mandate of the Institute.(As per ICAR Audit Manual & other ICAR Intru)</p>
		<p>1.2.2. Powers and duties of other employees</p> <p>As per the delegation of powers approved by ICAR, New Delhi and as reassigned by the Director</p> <p>1.2.3 Rules/ orders under which powers and duties are derived As per the orders of GOI and ICAR</p> <p>1.2.4 Rules/ orders under which powers and duties are derived As per the orders of GOI and ICAR</p> <p>1.2.5 Exercised - Yes</p> <p>1.2.6. Work allocation As per the organisation and management rules prescribed by ICAR</p> <p>Delegation of Powers in the ICAR –Foreword and contents- https://www.icar-iirr.org/index.php/about-iirr/rti?id=140</p>