

No.ICMR/R&PCell/Promotion/ADG(A)/2025
INDIAN COUNCIL OF MEDICAL RESEARCH

Ansari Nagar, New Delhi-110 029.

Dated : 16.07.2025

OFFICE ORDER

Subject: Promotion to the post of Assistant Director General (Admin) in ICMR-reg.

On the basis of the recommendations of DPC (Group 'A') and as approved by the Competent Authority, the following Sr. Administrative Officer is hereby promoted to the post of Assistant Director General (Admin) in Pay Level – 12 (Rs. 78,800-2,09,200) of Pay Matrix on regular basis:-

Sl. No.	Name	Name of the Institutes/ Centres presently working	Place of posting upon promotion	Remarks
1.	Shri. Jaibir Singh	ICMR Hqrs	ICMR Hqrs	Recommended for promotion with effect from date of joining the post upon promotion.

2. He is directed to give his acceptance for assumption of charge on regular basis to the post within 10 days from the date of receipt of this order and report for duty within 20 days from the date of issuance of this Order. In case, the acceptance is not received within the stipulated period of 10 days, it will be presumed that the officer is not willing to accept the promotion and the promotion order shall automatically stand cancelled without waiting for any further notice. No extension of time for furnishing acceptance or otherwise for joining the post on promotion will be entertained, except on compelling grounds.

3. He would be liable to serve anywhere in India as per the Rules of the Council.

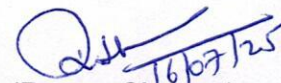
4. His pay will be fixed in terms of recommendations of 7th Central Pay Commission and CCS (Revised Pay) Rules, 2016.

5. Promotes should give option within one month from the date of taking over the charge of the post, whether he shall get the pay fixed in the new post either straightaway from the date of joining on promotion to the post of Assistant Director General (Admin) or from the date of his next increment in the previous Pay Level of 7th CPC Pay Matrix.

6. If he refuses to accept his promotion, he shall not be eligible to be considered for further financial up-gradation till he agrees to be considered for promotion again.

7. In case of failure to report for duty on promotion within the stipulated period, he will be debarred from promotion for one year and no fresh offer of promotion will be given, during debarred period in terms of DoPT O.M No. 22034/3/81-Estt (D) dated 1st Oct 1981.

8. He will be governed by the usual terms and conditions of service under the Council and will carry forward all the benefits of their past service under the Council.



(Reema Sharma)

Assistant Director General (Admin)

Shri Jaibir Singh,
Sr. AO, ICMR Hqrs.

Copy to:-

1. PS to DG /Addl. DG/ Sr. DDG(A) / Sr. FA, ICMR.
2. **Shri Jaibir Singh** – with a request that the joining/taking over charge/ refusal of promotion, if any, may please be forwarded to Establishment Section, ICMR Hqrs through Email at **admin1.hq@icmr.gov.in** immediately.
3. DDG(A) / ADG(A), ICMR Hqrs.
4. AD(OL), ICMR Hqrs – with a request to provide Hindi translation of this office order at email id **ao.rpcell@icmr.gov.in** .
5. DDO / Bill Section, ICMR Hqrs.
6. The Liaison Officer (Reservation Cell), ICMR Hqrs.
7. Vigilance/Accounts - VI Section/Legal Cell, ICMR Hqrs.
8. Nodal Officer, RTI Desk, ICMR Hqrs, ICMR Hqrs.
9. Nodal Officer, E-Governance Cell, ICMR Hqrs.
10. Budget/Guard File/Increment/Seniority File.