

The powers and duties of its officers and employees under Sec.4(b)(iii):

ICAR-RCER is headed by the Director, who looks after the management of research and administration of the Institute. One Chief Administrative Officer, one Senior Administrative Officer and Two Assistant Administrative Officers assist him at the Institute. They are assisted by administrative staff belonging to different categories such as Assistants, U.D.C., L.D.C. Besides there are four Heads of Divisions and Two heads of Research Centre (ICAR-RCER FSRCHPR, Ranchi and ICAR-RCER RC Makhana, Darbhanga) who are duly assisted by Scientists and Technical Staff. The 'Financial' control is under Director who is duly assisted by a Finance & Accounts Officer, with a AF&AO and other staff members working in Audit & Accounts Section.

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

The Director is assisted by Heads of Division to monitor the research progress in Institute Research Committee meetings which is held every year. The Research Advisory Committee refines and recommends research activities. Institute is also monitored by Institute Management Committee. Institute budget is presented and sanction obtained from the five year plans of Govt. of India. Institute Joint Staff Council takes care of the staff problems.

Office timings:

The institute is open on all week days except Saturday and Sundays of every month. The working hours on all working days is 9:00 AM to 5:30 PM with a lunch break from 1:00 PM to 1.30 PM