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**भारतीय आयुर्विज्ञान अनुसंधान परिषद**  
**INDIAN COUNCIL OF MEDICAL RESEARCH**  
**स्वास्थ्य अनुसंधान विभाग ( स्वास्थ्य एवं परिवार कल्याण मंत्रालय )**  
**DEPARTMENT OF HEALTH RESEARCH ( MINISTRY OF HEALTH & FAMILY WELFARE )**

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No. 16/72/2018-Admn.-II

Dated : 10.9.2018.

To,

The Directors /Directors in charge  
of ICMR Institutes/Centres.

Subject : To avail services of Administrative consultant to deal with Administrative issues –

Sir/Madam,

It has been observed that the Institutes/Centres of ICMR are facing difficulties in dealing with administrative matter due to non-availability of posts of Administrative officer or Sr. Administrative Officer.

Attention is drawn to the circular no. 19/06/2018-Admn-I (e-office 86897) dated 15.5.2018 where there is no vacant post of Administrative Officer available in ICMR Institutes/Centres, the institutes/Centre may be allowed to avail the services of one Administrative consultant for dealing with administrative issues.

Therefore, it is again advised that such matters may be regulated accordingly.

Yours faithfully,

(Bharat Bhushan)  
Sr. Administrative Officer  
for Director General

Copy to:-

1. PS to DG/PS to Addl. DG/Sr. DDG (A)/Sr. FA
2. All Divisional Heads
3. Asstt. Director-General (Admn.) (AX)/(RR)
4. Dr. Chanchal Goyal, Scientist'D' – soft copy of the same has been mailed at your email ID(dregicmr@gmail.com) for website upload.