## MOST URGENT/TIME BOUND

## ICAR-CENTRAL SHEEP & WOOL RESEARCH INSTITUTE AVIKANAGAR, TEHSIL-MALPURA, DISTRICT-TONK (RAJASTHAN)-304501

F. No. 6(74)/Admn.I/ERP/2016/ 5516

Dated; 16.08.2018

## **ENDORSEMENT**

A copy of D.O. Letter F.No. 55 (DARE) & SECY.(ICAR/2018 dated the 9<sup>th</sup> Audust, 2018 has been received from Shri Chhabileandra Roul, Special Secretary DARE & Secretary, ICAR, Krishi Bhawan, New Delhi-110001 regarding-to entered the desired information and the data on the ICAR Portal in Half Yearly Project Management(HYPM) by the Nodal Officer of the Institute for information & with the request that the data entry and releated activies to move portal functional shall be completed by 31.08.2018 positively.

(Suresh Kumar)

Chief Administrative Officer

## Distribution:

- 1. Shri Suresh Kumar, CAO & Nodal Officer HYPM/ERP/AEBAS/PFMS
- 2. Shri Neeraj Tanwar, AO & Incharge, Administration I Section.
- 3. Shri M. L, Jangid, CTO & Incharge, AKMU for uploading on the Institute's Website.
  - 4. Head, NTRS, Garsa/OIC, ARC, Bikaner/OIC, SRRC, Mannavanur.
  - 5. All Head of Divisions/Sections at Main Institute (through E-Mail).

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Dear Director.

ICAR Portal has been developed as per the council requirements for monitoring process. The ICAR portal is an integrated system which provides information on all histitutions/ Regretal Centers and KVKs under a single roof. The portal provides summary information on managewer financial/budgeting data, AICRP project, major achievements, RACARC/IMC/QRE meeting, one assets and RMPs positions for monitoring to higher nathority. The system can be accessed through url. https://fims.icar.gov.in/.

The HYPM nodal officer will also act as nodal office for the ICAR portal of respective institute. The nodal officer can login to the system (HYPM login id and Password) to enter the desired information and data on the portal. Nodal Officer can create users for other sections (Finance/ Administration/ PME etc.) if desired. Reefer user manual on ICAR portal for detailed functionality.

If you face any problem to enter the data/information, you may write an email to support icarportal@icar.gov for necessary support in ICAR Portal implementation.

Every nodal officer has to enter the data for last five years. The data entry and related activities to move portal functional shall be completed by 31.08.2018.

With regards,

Yours sincerely.

(Chhabilendra Roul)

Distribution:

All Directors