



**icmr NIIRNCD**

INDIAN COUNCIL OF  
MEDICAL RESEARCH  
Serving the nation since 1951

NATIONAL INSTITUTE FOR  
IMPLEMENTATION RESEARCH ON  
NON-COMMUNICABLE DISEASES

राष्ट्रीय असंचारी रोग कार्यान्वयन अनुसंधान संस्थान

भारतीय आयुर्विज्ञान अनुसंधान परिषद  
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य और परिवार कल्याण मंत्रालय, भारत सरकार  
ICMR-National Institute for Implementation Research  
on Non-Communicable Diseases,  
DHR, Ministry of Health & Family Welfare, Government of India

NIIRNCD/Miscellaneous/Training/Circular\_Office\_Order/2021-Part(2)/E- 158931

**कार्यालय परिपत्र/OFFICE CIRCULAR**

- Ref. ICMR Hq, New Delhi Letter No. P-11(30)/2016-Pers. dated 08.01.2021 and 06.04.2021  
2. ICMR Hq, New Delhi Letter No. ICMR/Misc./01/2026/Pers. (264123) /Dated 22.01.2026  
3. ICMR Hq, New Delhi Letter No. P-11(92)/2019-Pers. dated 17.12.2021

**विषय: वैज्ञानिकों को परिषद के बाहर/भीतरी पदों पर आवेदन हेतु एनओसी/अनुमति जारी करने के संबंध में।**

**Subject: Issue of NOC/Permission for Scientists to apply for outside/inside posts - reg.**

आईसीएमआर-एनआईआईआरएनसीडी, जोधपुर के समस्त वैज्ञानिकों को सूचित किया जाता है कि आईसीएमआर मुख्यालय द्वारा परिषद के भीतर अथवा बाहर पदों के लिए आवेदन करने हेतु अनापत्ति प्रमाण पत्र (NOC)/अनुमति प्रदान किए जाने की प्रक्रिया से संबंधित निर्देशों को पुनः दोहराया गया है, जैसा कि आईसीएमआर के उक्त संदर्भित पत्रों के माध्यम से अवगत कराया गया है।/All Scientists of ICMR-NIIRNCD, Jodhpur, are hereby informed that the ICMR Headquarters has reiterated the instructions regarding the procedure for the grant of No Objection Certificate (NOC)/Permission to Scientists for applying to posts within or outside the Council, as communicated vide ICMR referred letters.

In this regard, it is once again emphasized that:

- Prior approval of the Competent Authority is mandatory before applying for any post, either within ICMR or outside the Council.
- Applying without prior approval shall be treated as disobedience of instructions and misconduct.
- Requests for NOC/Permission must be submitted to the administration section preferably at least 25 days prior, so the file can be sent to ICMR, Headquarters, well in advance of the closing date of the advertisement, so file can be forwarded to ICMR Headquarters with specific recommendations of the Director, ICMR-NIIRNCD, Jodhpur, along with: Prescribed NOC application form duly filled, and Declaration of the latest IPR returns, as per extant instructions

उक्तानुसार संस्थान के समस्त वैज्ञानिकों को निर्देशित किया जाता है कि उपर्युक्त निर्देशों का कड़ाई से अनुपालन सुनिश्चित करें। किसी भी प्रकार की अनदेखी को गंभीरता से लिया जाएगा।

All Scientists are directed to strictly adhere to the above instructions. Any deviation/non-compliance will be viewed seriously.

यह परिपत्र संबंधित को आवश्यक सूचना एवं सख्ती से अनुपालन हेतु जारी किया जाता है।

This circular is issued for information and strict compliance by all concerned.

*23/01/2026*

(सुनिल बिश्नोई/Sunil Bishnoi)  
अनुभाग अधिकारी/Section Officer  
कृते निदेशक/For Director

संलग्नक:- यथोक्त।

प्रतिलिपि/Copy to:-

- सभी संबंधित को अनुपालनार्थ एवं सूचनार्थ/All concerned officers for compliance and information
- निदेशक के निजी सहायक/PA to Director.
- प्रभारी आई टी, आईसीएमआर-एनआईआईआरएनसीडी, जोधपुर- कृपया इसे वेबसाइट पर अपलोड कर दें।  
IT Incharge, ICMR-NIIRNCD, Jodhpur- to upload on the website, please.



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भारतीय आयुर्विज्ञान अनुसंधान परिषद  
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य एवं परिवार  
कल्याण मंत्रालय, भारत सरकार

Indian Council of Medical Research  
Department of Health Research, Ministry of Health  
and Family Welfare, Government of India

ICMR/Misc./01/2026/Pers. (264123)

Dated 22<sup>nd</sup> January, 2026

To  
All Directors / Directors-in-Charge  
ICMR Institutes / Centers

Subject: Issue of NOC/Permission for Scientists to apply for outside/inside posts – reg.

Sir/Madam,

I am directed to refer to this Office letters No. P-11(30)/2016-Pers. dated 08.01.2021 and 06.04.2021 on the procedure for grant of NOC/permission to Scientists for applying to posts within or outside the Council. It has been observed that the prescribed instructions are not being followed in certain cases.

In this regard, it is reiterated that:

- Scientists shall obtain prior approval of the Competent Authority before applying for any post. Applying without prior approval will be treated as disobedience of instructions and misconduct.
- Requests for NOC/permission must be submitted to ICMR Headquarters well before the closing date of the advertisement preferably at least 15 days.
- All cases shall be forwarded to Headquarters with specific recommendations of the Director/Director-in-Charge, as per Letter No. P-11(92)/2019-Pers. dated 17.12.2021 along with the prescribed NOC application form duly completed (attached) and declaration of latest IPR returns.

The above instructions are reiterated for strict compliance by all Institutes/Centers.

This issues with the approval of the Competent Authority.

Yours faithfully,

(Jaibir Singh)  
Assistant Director General (Admin.)



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भारतीय आयुर्विज्ञान अनुसंधान परिषद  
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य एवं परिवार  
कल्याण मंत्रालय, भारत सरकार

Indian Council of Medical Research  
Department of Health Research, Ministry of Health  
and Family Welfare, Government of India

No.P-11(92)/2019-Pers.

Dated, 17<sup>th</sup> December, 2021.

The Directors/Directors-in-Charge,  
Permanent Institutes/Centres of ICMR.

Subject : Issue of NOC/permission to apply for outside post – regarding.

Sir/Madam,


In partial modification to this office letter No.P-11(30)/2016-Pers. dated 06<sup>th</sup> April, 2021, where clear instructions were given vide letter No. P-11(30)/2016-Pers. dated, 8<sup>th</sup> Jan., 2021 on the above subject. Still it is observed by the Competent Authority of ICMR that, inspite of repeated orders, Directors/Directors-in-Charge of the Institute are simply forwarding the applications of "Scientists" requesting for NOC/permission to apply for post outside the Council without any recommendation. Besides, "Scientists" are applying without obtaining prior approval of Director General, ICMR. The power to grant NOC or forwarding of applications outside or within the council vests with the Director General, ICMR only.

This practice of applying first (on-line or regular) and then seeking permission is treated as disobedience and misconduct.

It is hereby again advised that the request of "Scientists" for NOC/permission to apply for the post outside or within the Council may be submitted to ICMR Hqrs. for approval of Competent Authority of ICMR, in future, with due recommendations indicating the following :

- (1) How the office Scientific work will not suffer in his/her absence, if selected?
- (2) Who will substitute for him/her, if selected as this post cannot be filled up during lien period of the relieved Scientist for a period of 3 years?

Yours faithfully,

  
20/12/2021

(Jagdish Rajesh)  
Asstt. Director General(A)

Copy to :

1. PS to DG, ICMR.
2. PS to Addl. DG, ICMR.
3. PS to Sr.DDG(A)/Sr.F.A.
4. DDG (A).
3. ADG (A) /ADG (F)
4. Admn.I & II.
5. Dr.L.K.Sharma, Scientist-E – with request to upload it on ICMR website.

**INDIAN COUNCIL OF MEDICAL RESEARCH**

**भारतीय आयुर्विज्ञान अनुसंधान परिषद**

Application for Grant of Permission/NOC to apply for outside Employment

बाह्य रोजगार के लिए अनुमति/अनापत्ति प्रमाण पत्र (एनओसी) देने के लिए आवेदन

- 1) Name of Employee (in BLOCK Letters):  
कर्मचारी का नाम (स्पष्ट अक्षरों में)
- 2) Name of the Institute/Centre/ Division/Unit:  
संस्थान/डिवीजन /इकाई का नाम:
- 3) Current Designation & Pay Level of Employee:  
कर्मचारी का वर्तमान पदनाम और वेतन स्तर
- 4) Date & Designation (while initial Joining in the Council):  
परिषद में शामिल होने की तिथि और पदनाम:
- 5) Qualification of the Employee:  
कर्मचारी की योग्यता
- 6) Whether the Essential Qualification and age criteria is fulfilled by the Employee?  
क्या कर्मचारी आवश्यक योग्यता और आयु मानदंडों को पूरा करते हैं?  
(Provide the details of Age Relaxation, if any)
- 7) No of occasion of Application for the current Calendar Year : ☐ 1 ☐ 2 ☐ 3 ☐ 4  
वर्तमान कैलेंडर वर्ष में आवेदन की अवसर संख्या
- 8) Last Date for submission of Application as per advertisement:  
संबंधित अधिसूचना के अनुसार आवेदन करने की अंतिम तिथि: (DD/MM/YYYY)  
(Please attach a copy of the Notification/Advertisement.)
- 9) Recommendations:  
संस्तुति:

Place/स्थान:

Dated/ दिनांक:

Signature/हस्ताक्षर  
(Director/Director-in-Charge/Head of Division)  
(निदेशक/निदेशक प्रभारी/प्रभाग प्रमुख)