

Section 4(1)(b)(viii) of the Right to Information (RTI) Act, 2005

A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public.

For ICAR-CRIJAF (and aligned with the ICAR Rules and Bye-laws), governance, financial management, and research monitoring are driven by structured multi-member statutory and institutional bodies.

The proactive disclosure framework detailing these committees, their composition, and public accessibility policies is structured below:

A. Institute Management Committee (IMC)

- **Purpose:** Formulated under the ICAR Rules & Bye-laws to advise and monitor the local administrative, financial, operational, and infrastructural policies of the institute.
- **Composition:** Chaired by the Director, ICAR-CRIJAF. Members as per ICAR Rules and By-laws and the Senior Administrative Officer (SAO) serving as Member-Secretary.
- **Public Access Protocol:**
 - *Meetings open to public?* **No.** Meetings are restricted to official members to maintain administrative confidentiality.
 - *Minutes accessible to public?* **No.** The Committee has fiduciary relationship with the Institute.

B. Research Advisory Committee (RAC)

- **Purpose:** Constituted directly by the Director General of ICAR to evaluate, streamline, and advise the institute on long-term macro-research mandates and collaborative policy programs.
- **Composition:** Formed by eminent agricultural scientists, industry technical experts, ICAR Assistant Directors General (ADGs), and two non-official progressive farmers representing public and agricultural stakes.
- **Public Access Protocol:**
 - *Meetings open to public?* **No.** Scientific deliberations and proprietary strategic sessions are conducted in-camera.

- *Minutes accessible to public?* **No.** The Committee has fiduciary relationship with the Institute.

C. Quinquennial Review Team (QRT)

- **Purpose:** An independent committee constituted by ICAR once every five years to conduct an exhaustive evaluation of the research achievements, administrative efficiency, and socio-economic impact of the institute's work on the jute sector.
- **Composition:** Comprises a high-level panel of external domain experts and seasoned agricultural research administrators.
- **Public Access Protocol:**
 - *Meetings open to public?* **No.**
 - *Minutes/Reports accessible to public?* **No.** The Committee has fiduciary relationship with the Institute.

Institutional Internal Committees

To ensure functional transparency and statutory compliance across day-to-day administrative operations, the institute runs several localized internal committees:

Sl.	Committee / Body Name	Primary Purpose / Mandate	Public Access / Minutes Availability
1	Institute Research Council (IRC)	Reviews ongoing and new research projects annually; maps technological breakthroughs.	Meetings: Internal. Minutes: Not accessible to the public.
2	Institute Joint Staff Committee (IJSC)	Promotes intra-institutional relations, staff welfare, and resolves domestic operational grievances.	Meetings: Internal. Minutes: Distributed to staff cadres; accessible on a need-to-know basis via RTI.
3	Internal Committee (IC)	Statutory panel investigating matters under the <i>POSH Act</i> (Prevention of Sexual Harassment at Workplace).	Meetings: Strictly Confidential. Minutes/Proceedings: Restricted from public disclosure under Section 8(1)(g)/8(1)(j) of the RTI Act.
4	Official Language Implementation Committee	Monitors the progressive use and compliance of Hindi in day-to-day official administrative correspondence.	Meetings: Internal.

			Minutes: Not accessible to the public.
5	Local Purchase Committee (LPC) / GeM Evaluation	Formed on an ad-hoc basis under GFR to review bids and evaluate technical specifications for procurement.	Meetings: Operational/Internal. Minutes/Bids: Procurement logs are published transparently via CPPP/GeM portals.
6	Any other Committee	The Director constitutes several committees to run day to day activities of the Institute	Meetings: Internal and operational. Minutes: Not accessible to the public.

Scientific Advisory Committee (SAC) of Krishi Vigyan Kendras (KVKs)

- **Purpose:** Operates at the district level under the administrative purview of ICAR-CRIJAF to design, refine, and review the annual training and technology demonstration schedules for the farming public.
- **Composition:** Includes scientists from ICAR-CRIJAF, local heads of developmental line departments (Agriculture, Animal Husbandry, Fisheries), representatives of financial institutions (NABARD), local mass media, and progressive rural farmers.
- **Public Access Protocol:**
 - *Meetings open to public?* **By Invitation.** Local progressive farmers and stakeholder invitees participate directly.
 - *Minutes accessible to public?* **No.** Not accessible to the public.