

भाकृअनुप-केन्द्रीय रोपण फसल अनुसंधान संस्थान  
कासरगोड - 671124, केरल, भारत



**ICAR-Central Plantation Crops Research Institute**  
Kasaragod - 671124, Kerala, India  
(An ISO 9001:2015 Certified Institution)



No.F.2 (22) MACPS)/2012-Estt.

Date: 07.10.2025

**OFFICE ORDER**

As per provisions under the MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS) for Central Govt. Civilian employees (duly extended to ICAR employees vide ICAR letter No.33(3)/2009-Estt.I dated 02.03.2010), consolidated guidelines vide DOPT OM No. 35034/3/2015-Estt.(D) dated.22<sup>nd</sup> October 2019 and based on the recommendation of Departmental Screening Committee which met at this Institute on 26<sup>th</sup> September 2025, the Director, ICAR, CPCRI Kasaragod has been pleased to grant financial up-gradation to the following Administrative & Skilled Support Staff of the Institute, with effect from the date shown against each:

Sl. No.	Name, designation & station where presently working	Date of direct entry/appt. in ICAR	Details of financial up-gradation under MACP recommended				
			Whether the 1st, 2nd OR 3 <sup>rd</sup> financial up-gradation	Date on which the requisite period of service completed	Present grade and Pay band & GP presently drawing	Date from which the financial up-gradation recommended	Grade Pay & Pay Band recommended for financial up-gradation
1	2	3	4	5	6	7	8
<b>ADMINISTRATIVE STAFF</b>							
1	Shri Arun N.K Raj, (*) AFAO, CPCRI Kasaragod	29.04.2013 (in LDC)	I	28.04.2023	Level 2 of pay matrix of 7 <sup>th</sup> CPC	29.04.2023 to 21.08.2024	Level 3 of pay matrix of 7 <sup>th</sup> CPC
2	Shri Jayarajan V.V (*) UDC on deputation, DCR Puttur	03.05.2013	I	02.05.2023	Level 2 of pay matrix of 7 <sup>th</sup> CPC	03.05.2023	Level 3 of pay matrix of 7 <sup>th</sup> CPC
3	Shri Pramod Kumar P.K, UDC, CPCRI Kasaragod	22.09.1994 (in SSS)	III	21.09.2024	Level 4 of pay matrix of 7 <sup>th</sup> CPC	<b>NOT FOUND FIT FOR MACP</b>	
4	Smt. A.J Mary, UDC on deputation, CIFT Cochin	26.09.1994 (in SSS)	III	25.09.2024	Level 4 of pay matrix of 7 <sup>th</sup> CPC	26.09.2024	Level 5 of pay matrix of 7 <sup>th</sup> CPC
5	Smt. K.T.K Sheena Kumari, Assistant, CPCRI Kasaragod	07.10.1994 (in LDC)	III	06.10.2024	Level 6 of pay matrix of 7 <sup>th</sup> CPC	07.10.2024	Level 7 of pay matrix of 7 <sup>th</sup> CPC

Sl. No.	Name, designation & station where presently working	Date of direct entry/appt. in ICAR	Details of financial up-gradation under MACP recommended				
			Whether the 1st, 2nd OR 3 <sup>rd</sup> financial up-gradation	Date on which the requisite period of service completed	Present grade and Pay band & GP presently drawing	Date from which the financial up-gradation recommended	Grade Pay & Pay Band recommended for financial up-gradation
1	2	3	4	5	6	7	8
6	Shri Durgesh M, LDC, CPCRI RC Kidu	06.12.1994 (in SSS)	III	05.12.2024	Level 3 of pay matrix of 7 <sup>th</sup> CPC	06.12.2024	Level 4 of pay matrix of 7 <sup>th</sup> CPC
7	Shri Chandu Naik, LDC, CPCRI RS Vittal	02.02.1995 (in SSS)	III	01.02.2025	Level 3 of pay matrix of 7 <sup>th</sup> CPC	02.02.2025	Level 4 of pay matrix of 7 <sup>th</sup> CPC
8	Shri Sajeev K.N LDC, CPCRI RS Kayamkulam	17.07.1995 (in SSS)	III	16.07.2025	Level 3 of pay matrix of 7 <sup>th</sup> CPC	17.07.2025	Level 4 of pay matrix of 7 <sup>th</sup> CPC
<b>SKILLED SUPPORT STAFF</b>							
1	Shri Somappa K, SSS, CPCRI RS Vittal	02.02.1995 (in SSS)	III	01.02.1995	Level 3 of pay matrix of 7 <sup>th</sup> CPC	02.02.2025	Level 4 of pay matrix of 7 <sup>th</sup> CPC
2	Shri Prabhakaran P.P Technician, CPCRI Kasaragod	09.03.1995 (in SSS)	III	08.03.2025	Level 3 of pay matrix of 7 <sup>th</sup> CPC	09.03.2025	Level 4 of pay matrix of 7 <sup>th</sup> CPC
3	Smt. Lalitha Bai K Technician, CPCRI Kasaragod	16.03.1995 (in SSS)	III	15.03.2025	Level 3 of pay matrix of 7 <sup>th</sup> CPC	16.03.2025	Level 4 of pay matrix of 7 <sup>th</sup> CPC
<b>RETIRED STAFF</b>							
1	Smt. K Valsala, Retd. SSS, CPCRI Kayamkulam	20.01.1994 (Sweeper Cum Cleaner)	III	19.01.2024	Level 3 of pay matrix of 7 <sup>th</sup> CPC	20.01.2024	Level 4 of pay matrix of 7 <sup>th</sup> CPC

(\* ) Shall be subject to the final outcome of the pending court case OA No.180/2017 filed before Hon'ble CAT, Ernakulam or any other action as deemed fit may be taken by the ICAR in the matter.

1. The grant of financial upgradation is subject to all the terms and conditions stipulated in the Department of Personnel & Training (DoPT) Office Memorandum referred to above and as amended from time to time.
2. Upon upgradation under the MACP Scheme, the pay of the officials shall be fixed in accordance with the provisions of the CCS (Revised Pay) Rules, 2016. As per FR 22(1)(a)(1), a Government servant has the option to have his/her pay fixed in the higher pay level either from the date of upgradation or from the date of the next increment (1st July of the year). The pay shall be raised by one increment in the level of pay drawn before such upgradation. No further pay fixation shall be admissible at the time of regular promotion if it is in the same pay level as that granted under MACPS. However, if the promotion is to a post carrying a higher pay level than the one granted under MACPS, only the difference in pay level shall be allowed without any additional pay fixation.

3. The grant of financial upgradation under the MACPS shall not involve any change in designation, classification, or status of the employee. However, financial and other benefits linked to the pay drawn—such as **House Building Advance (HBA), allotment of Government accommodation, etc.**—shall be admissible as per entitlement.
4. The financial upgradation under MACPS is **purely personal to the employee** and shall have **no bearing on seniority**. Accordingly, no additional financial upgradation shall be admissible to senior employees on the ground that their juniors have received higher pay levels under MACPS.
5. The pay drawn in the pay matrix and the level granted under the MACPS shall be taken as the basis for determining **retirement and terminal benefits** in respect of the employee at the time of retirement.
6. The grant of financial upgradation under MACPS shall be **subject to adjustment, correction, or withdrawal**, if any omission, variation, or discrepancy is subsequently noticed in the calculation of regular service (including periods of **Extraordinary Leave without Medical Certificate, etc.**), or as per any further clarification issued by the **DoPT/ICAR** in this regard.

Option for fixation of pay should be furnished by the above officials who have been granted financial up-gradation as above, within one month from the date on which MACP is granted/receipt of this office order whichever is later.

  
Senior Administrative Officer

To

1. All the officials concerned (by name) through proper channel.
2. Smt. Valsala K, Retd. Skilled Support Staff, Malarimel Padinjarethil, Thamarakulam Post, Alapuzha-630530.

Copy to:

1. The Director, ICAR Directorate of Cashew Research, Puttur.
2. The Director, ICAR Central Institute of Fisheries Technology, Cochin.
3. The Head, ICAR CPCRI Regional Station, Kayamkulam/ Vittal.
4. The Scientist In-charge, ICAR CPCRI Research Centre, Kahikuchi/ Kidu/Mohitnagar .
5. All the HDs / PC(Palms)/ Head, KVK, ICAR CPCRI Kasaragod / KVK-Alleppey at ICAR CPCRI Regional Station, Kayamkulam.
6. The Comptroller, ICAR CPCRI, Kasaragod .
7. The Senior Administrative Officer, ICAR CPCRI Kasaragod
8. The Asst. Administrative Officer(Estt/Bills/Estate/P & IM) / PME Cell/PPS to Director/RTI & APAR Cell /Library / Hindi Cell, ICAR CPCRI, Kasaragod
9. Personal Files / Pension Files / MACPS Register/AKMU/copy for uploading in the Website.
10. The Secretary (Staff Side), IJSC, ICAR CPCRI CPCRI Kasaragod / the Member, CJSC (SS), ICAR CPCRI Kasaragod.
11. Guard file.