

सा./No.: 5-1(812)/2022-PD

Dated 06.07.2022

प्रेषक : संयुक्त सचिव (प्रशासन)
From : Joint Secretary (Admn.)

सेवा में : सी.एस.आई.आर के सभी राष्ट्रीय प्रयोगशालों/संस्थाओं/इकाईयों के निदेशक/प्रमुख
To : The Directors/Heads of all National Labs./Instts./Units of CSIR

विषय/Sub.: Clarification on two years earlier assessment under Para 2.3.4 of Revised MANAS- reg

महोदया/Madam / महोदय/Sir,

I am directed to state that references have been received from Lab/Instt. seeking clarification on Para 2.3.4 of Revised MANAS. The following issues have been examined and clarified as under:

Issue – I:

What will be the due date of assessment, under Para 2.3.4 of Revised MANAS, if the date of acquiring of higher qualification of next higher group is less than two years of due date of normal assessment, for consideration of two year earlier assessment?

Clarification:

Acquiring of higher qualification is a prerequisite for consideration for two years earlier assessment under Para 2.3.4 of Revised MANAS. Hence, benefit of two years earlier assessment cannot be given with effect from any date prior to acquiring of higher qualification.

Therefore, the assessment promotion will be effective from the date of acquiring higher qualification of the next higher group or the due date two years earlier than the normal prescribed period of assessment, whichever is later and subject to all other eligibility conditions for grant of benefit of two years earlier assessment.

Illustration(1):

Due date of Normal Assessment	: 01.05.2022
Date of acquiring higher qualification	: 01.01.2020
Due date of Assessment Promotion under Para 2.3.4	: 01.05.2020



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Illustration(2):

Due date of Normal Assessment	: 01.05.2022
Date of Acquiring of higher qualification	: 01.12.2020
Due date of Assessment Promotion under Para 2.3.4	: 01.12.2020

Issue-II:

Whether the employee mandatorily has to avail the benefit of two year earlier assessment, under Para 2.3.4, during his assessment cycle of the present grade in which he/she has acquired the higher qualification, to the higher grade or can opt during next or later assessment cycle?

Clarification:

The consideration for two years earlier assessment is on claim basis by the employee. The employee can opt to avail the benefit, under Para 2.3.4, for consideration of two years earlier assessment during his immediate Assessment Promotion Cycle or opt to avail during next or later Assessment Promotion Cycle.

भवदीय/Yours faithfully,

 06 Jul 2022

(एम. अरुण मणिकण्ड भारति / M Arun Manikanda Bharathi)

अवर सचिव (नीति प्रभाग) / Under Secretary (PD)

प्रतिलिपि/ Copy to:

1. प्रमुख, आईटी प्रभाग - इस अनुरोध के साथ कि इस परिपत्र को सी.एस.आई.आर वेबसाइट और पॉलिसी रिपोजिटरी पर उपलब्ध कराएं / Head, IT Division - with a request to make this circular letter available on the website & Policy Repository.
2. कार्यालय प्रति / Office copy

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