

वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद  
COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH  
अनुसंधान भवन, 2 रफी मार्ग, नई दिल्ली-110001  
Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001



No. 5-1(17)/2009-PD

23<sup>rd</sup> September, 2009

From

संयुक्त सचिव (प्रशासन)

Joint Secretary (Admn.)

To,

The Directors/Heads of all  
National Labs./Instts. of CSIR

Sir,

I am directed to forward herewith the following Office Memorandum issued by Government of India for information, guidance and compliance:-

S.No.	OM No. & date	Subject
1.	DoP&PW OM No. 45/4/2008-P&PW (F) dated 7 <sup>th</sup> August, 2009 .	Amendment to Rule 33 – B of GPF (CS) Rules, 1960 – Issue of Notification dated 27 <sup>th</sup> May, 2009, published in the Gazette of India on 6 <sup>th</sup> June, 2009 – regarding.
2.	DoPT OM No. 13018/4/2009-Estt.(L) dated 8 <sup>th</sup> July, 2009.	Special provisions in the Rules and Regulations for the benefit of women employees – need to increase the representation of women in the Central Government jobs.
3.	DoPT letter No. 39020/03/2009-Estt.(B) dated 15 <sup>th</sup> July, 2009 .	Need for concerted efforts to increase the representation of Women in Central Government jobs mentioned in the President's address to the joint session of Parliament.
4.	DoPT OM No. 31011/2/2006-Estt. (A) dated 9 <sup>th</sup> September, 2009.	Regulation of Journey by air while availing Leave Travel Concession – clarification regarding.

Encl: As above.

Yours faithfully

*(Signature)*  
(P. Manish Theodore)  
Section Officer

Copy to:

1. Sr. COA/COA/AO of all Labs/Instts.,
2. Sr. Dy. FA/Dy. FA/F&AO of all Labs./Instts.
3. PS to DG, CSIR
4. PS to JS (Admn.)
5. PA to FA, CSIR
6. PA to CVO, CSIR
7. Legal Adviser, CSIR
8. Under Secretary (CO)/Deputy Secretary (Complex)
9. Head, URDIP/IPMD/HRDC/PPD/ISTAD/NMITLI/USD/HRDG.
10. All Dy. Secretaries/Under Secretaries in CSIR Hqrs. & CSIR Complex
11. Head, RAB, CSIR Complex, Pusa, New Delhi
12. Dr. R.B. Misra, Secretary, Staff Side, JCM, Indian Institute of Toxicology Research, Post Box No.80, Mahatma Gandhi Marg, Lucknow-226001
13. Head, IT Division with the request to make this circular available on the website.

No.45/4/2008-P&PW (F)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Pension and Pensioners' Welfare


3<sup>rd</sup> Floor, Lok Nayak Bhavan  
Khan Market, New Delhi-110511  
Dated the 7<sup>th</sup> August, 2009.

**OFFICE MEMORANDUM**

Subject: Amendment to Rule 33-B of GPF (CS) Rules, 1960 – Issue of Notification dated 27<sup>th</sup> May, 2009, published in the Gazette of India on 6<sup>th</sup> June, 2009 - regarding.

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The undersigned is directed to enclose a copy of Notification No. S.O. 1529 dated 27<sup>th</sup> May, 2009, published in the Gazette of India on 6<sup>th</sup> June, 2009 on the subject cited above and to request that the contents thereof may please be brought to the notice of all offices under their control for information and compliance.

  
(M.P. Singh)  
Director (PP)  
Telefax: 24624802

To,

All Ministries/Departments of the Government of India as per standard distribution list.

Copy to President's Secretariat, Vice President's Secretariat, Prime Minister's Office, Cabinet Secretariat, Supreme Court of India, C&AG, UPSC, etc. as per standard endorsement list.



# भारत का राजपत्र The Gazette of India

प्राधिकार से प्रकाशित  
PUBLISHED BY AUTHORITY

साप्ताहिक  
WEEKLY

सं. 23 ]  
No. 23]

नई दिल्ली, मई 31—जून 6, 2009, शनिवार/ज्येष्ठ 10—ज्येष्ठ 16, 1931  
NEW DELHI, MAY 31—JUNE 6, 2009, SATURDAY/JYAISTHA 10—JYAISTHA 16, 1931

इस भाग में भिन्न पृष्ठ संख्या दी जाती है जिससे कि यह पृथक संकलन के रूप में रखा जा सके ।  
Separate Paging is given to this Part in order that it may be filed as a separate compilation.

भाग II—खण्ड 3—उप-खण्ड (ii)  
PART II—Section 3—Sub-section (ii)

भारत सरकार के मंत्रालयों (रक्षा मंत्रालय को छोड़कर) द्वारा जारी किए गए सांविधिक आदेश और अधिसूचनाएं ।  
Statutory Orders and Notifications issued by the Ministries of the Government of India.  
(Other than the Ministry of Defence)

कार्मिक, लोक शिकायत और पेंशन मंत्रालय

(पेंशन और पेंशनभोगी कल्याण विभाग)

नई दिल्ली, 27 मई, 2009

का.आ. 1529.—राष्ट्रपति, संविधान के अनुच्छेद 309 के परंतुक और अनुच्छेद 148 के खंड (5) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए और भारतीय लेखा तथा लेखा परीक्षक विभाग में कार्यरत कर्मचारियों के संबंध में भारत के नियंत्रक तथा महालेखा परीक्षक से परामर्श करने के पश्चात् साधारण भविष्य निधि (केन्द्रीय सेवाएं) नियम, 1960 का और संशोधन करने के लिए निम्नलिखित नियम बनाती हैं, अर्थात् :—

- (1) इन नियमों का संक्षिप्त नाम साधारण भविष्य निधि (केन्द्रीय सेवाएं) संशोधन नियम, 2009 है ।
- (2) ये राजपत्र में प्रकाशन की तारीख को प्रवृत्त होंगे ।
2. साधारण भविष्य निधि (केन्द्रीय सेवाएं) नियम, 1960 के नियम 33ख के खंड (क) और खंड (ख) के स्थान पर निम्नलिखित खंड रखे जाएंगे, अर्थात् :—

“(क) मृत्यु के मास से पूर्ववर्ती तीन वर्षों के दौरान किसी भी समय ऐसे अभिदाता का जमा अतिशेष निम्नलिखित सीमा से कम नहीं होगा:—

- (i) केन्द्रीय सिविल सेवा (पुनरीक्षित वेतन) नियम, 2008 के अनुसार पे बैंड-2 (9,300-34,800 रुपए) या ऊपर में पद धारण करने वाले और 4,800 रुपए या अधिक प्रतिमास ग्रेड पे लेने वाले अभिदाता की दशा में 25,000 रुपए;
- (ii) केन्द्रीय सिविल सेवा (पुनरीक्षित वेतन) नियम, 2008 के अनुसार पे बैंड-2 (9,300-34,800 रुपए) में पद धारण करने वाले और 4,200 रुपए प्रतिमास या अधिक किन्तु 4,800 रुपए प्रतिमास से कम ग्रेड पे लेने वाले अभिदाता की दशा में 15,000 रुपए;
- (iii) केन्द्रीय सिविल सेवा (पुनरीक्षित वेतन) नियम, 2008 के अनुसार पे बैंड-2 पे बैंड-1 या पे बैंड-1S (4,440-7,440 रुपए) में पद धारण करने वाले और 1,400 रुपए प्रतिमास या अधिक किन्तु 4,200 रुपए

प्रतिमास से कम ग्रेड पे लेने वाले अभिदाता की दशा में 1,000 रुपए;

- (iv) केन्द्रीय सिविल सेवा (पुनरीक्षित वेतन) नियम, 2008 के अनुसार पे बैंड-1S (4,440-7,440 रुपए) में पद धारण करने वाले और 1,300 रुपए प्रतिमास या अधिक किन्तु 1,400 रुपए प्रतिमास से कम ग्रेड पे लेने वाले अभिदाता की दशा में 6,000 रुपए; और
- (ख) इस नियम के अधीन संदेय अतिरिक्त रकम 60,000 रुपए से अधिक नहीं होगी।"

**टिप्पण :** भारत के राजपत्र में का.आ. सं. 826, तारीख 25 अप्रैल, 1998 द्वारा प्रकाशित पूर्व पुनरीक्षित स्कीम जो, इस अधिसूचना से पूर्व विद्यमान थी, इस तारीख के प्रकाशन को या उससे पूर्व अभिदाता की मृत्यु की दशा में लागू होगी और उनको पूर्वोक्त नियम, 33ख लागू नहीं होता है।

[फा. सं. 45/4/2008-पी एंड पी डब्ल्यू (एफ)]

एम. पी. सिंह, निदेशक

**पाद टिप्पण :** साधारण भविष्य निधि (केन्द्रीय सेवाएं) नियम, 1960 भारत के राजपत्र में अधिसूचना सं. का.आ. 3000 तारीख 1 दिसंबर, 1960 द्वारा प्रकाशित किए गए थे। नियमों का चतुर्थ पुनर्मुद्रण (29-2-1988 तक संशोधित) द्विभाषी रूप में प्रकाशित किया गया था। नियमों में पश्चात्पूर्ती संशोधन नीचे वर्णित अधिसूचनाओं द्वारा किए गए :-

1. का.आ. सं. 2002, तारीख 2 सितंबर, 1989
2. का.आ. सं. 710, तारीख 4 मार्च, 1990
3. का.आ. सं. 3006, तारीख 17 नवंबर, 1990
4. का.आ. सं. 3272, तारीख 9 दिसंबर, 1990
5. का.आ. सं. 146, तारीख 20 मार्च, 1993
6. का.आ. सं. 377, तारीख 10 फरवरी, 1996
7. का.आ. सं. 379, तारीख 10 फरवरी, 1996
8. का.आ. सं. 3288, तारीख 23 नवंबर, 1996
9. का.आ. सं. 826, तारीख 25 अप्रैल, 1998
10. का.आ. सं. 2500, तारीख 5 दिसंबर, 1998
11. का.आ. सं. 2690, तारीख 16 सितंबर, 2003
12. का.आ. सं. 1485(अ), तारीख 30 दिसंबर, 2003
13. का.आ. सं. 3682, तारीख 15 अक्टूबर, 2005

#### MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES AND PENSIONS

(Department of Pension and Pensioners Welfare)

New Delhi, the 27th May, 2009

**S.O. 1529.**—In exercise of the powers conferred by the proviso to article 309 and clause (5) of article 148 of the Constitution, and after consultation with the Comptroller and Auditor-General of India in relation to persons serving in the Indian Audit and Accounts Department, the President hereby makes the following rules further to amend the General Provident Fund (Central Services) Rules, 1960, namely :—

1. (1) These rules may be called the General Provident Fund (Central Services) Amendment Rules, 2009.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. In the General Provident Fund (Central Services) Rules, 1960, in rule 33-B, for clauses (a) and (b), the following clauses shall be substituted, namely :—

"(a) the balance at the credit of such subscriber shall not at any time during the three years preceding the month of death have fallen below the limits of :—

- (i) Rs. 25,000 in the case of a subscriber holding a post in the Pay Band-2 (Rs. 9,300-34,800) or above and drawing a Grade Pay of Rs. 4,800 p.m. or more as per Central Civil Service (Revised Pay) Rules, 2008;
  - (ii) Rs. 15,000 in the case of a subscriber holding a post in the Pay Band-2 (Rs. 9,300-34,800) and drawing a Grade Pay of Rs. 4,200 p.m. or more but less than Rs. 4,800 p.m. as per Central Civil Services (Revised Pay) Rules, 2008;
  - (iii) Rs. 10,000 in the case of a subscriber holding a post in the Pay Band-2, Pay Band-1 or Pay Band-1S (Rs. 4,440-7,440) and drawing a Grade Pay of Rs. 1,400 p.m. or more but less than Rs. 4,200 p.m. as per Central Civil Services (Revised Pay) Rules, 2008;
  - (iv) Rs. 6,000 in the case of a subscriber holding a post in the Pay Band-1S (Rs. 4,440-7,440) and drawing a Grade Pay of Rs. 1,300 p.m. or more but less than Rs. 1,400 p.m. as per Central Civil Services (Revised Pay) Rules, 2008; and
- (b) the additional amount payable under this rule shall not exceed Rs. 60,000."

**Note :—** Pre-revised Scheme which existed before this Notification published in the Gazette of India vide S.O. 826 dated 25th April, 1998, shall apply in cases of death of subscriber on or before the publication of this date and to whom afore-said amended rule 33-B does not apply.

[F. No. 45/4/2008-P&PW(F)]

M. P. SINGH, Director

**Foot note :—**The General Provident Fund (Central Services) Rules, 1960, were published in the Gazette of India vide Notification No. S.O. 3,000 dated the 1st December, 1960. The Fourth re-print of the Rules, (corrected up to 29-2-1988) have since been published in diglot form. The rules were subsequently amended vide notifications mentioned below :—

1. S.O. No. 2002 dated the 2nd September, 1989.
2. S.O. No. 710 dated the 4th March, 1990.
3. S.O. No. 3006 dated the 17th November, 1990.
4. S.O. No. 3272 dated the 9th December, 1990.
5. S.O. No. 146 dated the 20th March, 1993.
6. S.O. No. 377 dated the 10th February, 1996.
7. S.O. No. 379 dated the 10th February, 1996.
8. S.O. No. 3288 dated the 23rd November, 1996.

9. S.O. No.826 dated the 25th April, 1998.
10. S.O. No.2500 dated the 5th December, 1998.
11. S.O. No.2690 dated the 16th September, 2003.
12. S.O. No.1485(E) dated the 30th December, 2003.
13. S.O. No.3682 dated the 15th October, 2005.

संख्या-45/4/2008-पीएंडपीडब्ल्यू(एफ)

भारत सरकार

कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय  
(पेंशन और पेंशनभोगी कल्याण विभाग)

तीसरा तल, लोकनायक भवन,  
खान मार्किट, नई दिल्ली  
दिनांक : 7 अगस्त, 2009.

### कार्यालय ज्ञापन

विषय: साधारण भविष्य निधि (केन्द्रीय सेवाएं) नियमावली, 1960 के नियम 33-ख में संशोधन  
भारत के राजपत्र में 6 जून, 2009 को प्रकाशित अधिसूचना दिनांक 27 मई, 2009 को जारी  
किए जाने के सम्बन्ध में ।

अधोहस्ताक्षरी को उपर्युक्त विषय पर भारत के राजपत्र में 6 जून, 2009 को प्रकाशित  
अधिसूचना सं. सा.आ.1529 दिनांक 27 मई, 2009 की एक प्रति संलग्न करने और यह अनुरोध  
करने का निदेश हुआ है कि इसकी विषयवस्तु को सूचना और अनुपालन के लिए अपने नियंत्रणाधीन  
सभी कार्यालयों के ध्यान में ला दें ।

  
(एम.पी. सिंह)

निदेशक (पी.पी.)

टेलीफैक्स: 24624802.

सेवा में,

भारत सरकार के सभी मंत्रालयों/विभागों को मानक वितरण सूची के अनुसार ।

प्रतिलिपि:

राष्ट्रपति सचिवालय, उप राष्ट्रपति सचिवालय, प्रधान मंत्री कार्यालय, मंत्रिमण्डल सचिवालय,  
भारत का उच्चतम न्यायालय, सी. एंड ए.जी., यूपीएससी को मानक वितरण सूची के अनुसार ।



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इस भाग में भिन्न पृष्ठ संख्या दी जाती है जिससे कि यह पृथक संकलन के रूप में रखा जा सके ।  
Separate Paging is given to this Part in order that it may be filed as a separate compilation.

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PART II—Section 3—Sub-section (ii)

भारत सरकार के मंत्रालयों (रक्षा मंत्रालय को छोड़कर) द्वारा जारी किए गए सांविधिक आदेश और अधिसूचनाएं ।  
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कार्मिक, लोक शिकायत और पेंशन मंत्रालय  
(पेंशन और पेंशनभोगी कल्याण विभाग)

नई दिल्ली, 27 मई, 2009

का.आ. 1529.—राष्ट्रपति, संविधान के अनुच्छेद 309 के परंतुक और अनुच्छेद 148 के खंड (5) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए और भारतीय लेखा तथा लेखा परीक्षक विभाग में कार्यरत कर्मचारियों के संबंध में भारत के नियंत्रक तथा महालेखा परीक्षक से परामर्श करने के पश्चात् साधारण भविष्य निधि (केन्द्रीय सेवाएं) नियम, 1960 का और संशोधन करने के लिए निम्नलिखित नियम बनाती हैं, अर्थात् :—

- (1) इन नियमों का संक्षिप्त नाम साधारण भविष्य निधि (केन्द्रीय सेवाएं) संशोधन नियम, 2009 है ।
- (2) ये राजपत्र में प्रकाशन की तारीख को प्रवृत्त होंगे ।
- साधारण भविष्य निधि (केन्द्रीय सेवाएं) नियम, 1960 के नियम 33ख के खंड (क) और खंड (ख) के स्थान पर निम्नलिखित खंड रखे जाएंगे, अर्थात् :—

“(क) मृत्यु के मास से पूर्ववर्ती तीन वर्षों के दौरान किसी भी समय ऐसे अभिदाता का जमा अतिशेष निम्नलिखित सीमा से कम नहीं होगा:—

- केन्द्रीय सिविल सेवा (पुनरीक्षित वेतन) नियम, 2008 के अनुसार पे बैंड-2(9,300-34,800 रुपए) या ऊपर में पद धारण करने वाले और 4,800 रुपए या अधिक प्रतिमास ग्रेड पे लेने वाले अभिदाता की दशा में 25,000 रुपए;
- केन्द्रीय सिविल सेवा (पुनरीक्षित वेतन) नियम, 2008 के अनुसार पे बैंड-2(9,300-34,800 रुपए) में पद धारण करने वाले और 4,200 रुपए प्रतिमास या अधिक किन्तु 4,600 रुपए प्रतिमास से कम ग्रेड पे लेने वाले अभिदाता की दशा में 15,000 रुपए;
- केन्द्रीय सिविल सेवा (पुनरीक्षित वेतन) नियम, 2008 के अनुसार पे बैंड-2 पे बैंड-1 या पे बैंड-1S (4,440-7,440 रुपए) में पद धारण करने वाले और 1,400 रुपए प्रतिमास या अधिक किन्तु 4,200 रुपए

प्रतिमास से कम ग्रेड पे लेने वाले अभिदाता की दशा में 1,000 रुपए;

- (iv) केन्द्रीय सिविल सेवा (पुनरीक्षित वेतन) नियम, 2008 के अनुसार पे बैंड-1S (4,440-7,440 रुपए) में पद धारण करने वाले और 1,300 रुपए प्रतिमास या अधिक किन्तु 1,400 रुपए प्रतिमास से कम ग्रेड पे लेने वाले अभिदाता की दशा में 6,000 रुपए; और

- (ख) इस नियम के अधीन संदेय अतिरिक्त रकम 60,000 रुपए से अधिक नहीं होगी।"

टिप्पण : भारत के राजपत्र में का.आ. सं. 826, तारीख 25 अप्रैल, 1998 द्वारा प्रकाशित पूर्व पुनरीक्षित स्कोम जो, इस अधिसूचना से पूर्व विद्यमान थी, इस तारीख के प्रकाशन को या उससे पूर्व अभिदाता की मृत्यु की दशा में लागू होगी और उनको पूर्वोक्त नियम, 33ख लागू नहीं होता है।

[फा. सं. 45/4/2008-पी एंड पी डब्ल्यू (एफ)]

एम. पी. सिंह, निदेशक

पाद टिप्पण : साधारण भविष्य निधि (केन्द्रीय सेवाएं) नियम, 1960 भारत के राजपत्र में अधिसूचना सं. का.आ. 3000 तारीख 1 दिसंबर, 1960 द्वारा प्रकाशित किए गए थे। नियमों का चतुर्थ पुनर्मुद्रण (29-2-1988 तक संशोधित) द्विभाषी रूप में प्रकाशित किया गया था। नियमों में परचातृती संशोधन नीचे वर्णित अधिसूचनाओं द्वारा किए गए :-

1. का.आ. सं. 2002, तारीख 2 सितंबर, 1989
2. का.आ. सं. 710, तारीख 4 मार्च, 1990
3. का.आ. सं. 3006, तारीख 17 नवंबर, 1990
4. का.आ. सं. 3272, तारीख 9 दिसंबर, 1990
5. का.आ. सं. 146, तारीख 20 मार्च, 1993
6. का.आ. सं. 377, तारीख 10 फरवरी, 1996
7. का.आ. सं. 379, तारीख 10 फरवरी, 1996
8. का.आ. सं. 3288, तारीख 23 नवंबर, 1996
9. का.आ. सं. 826, तारीख 25 अप्रैल, 1998
10. का.आ. सं. 2500, तारीख 5 दिसंबर, 1998
11. का.आ. सं. 2690, तारीख 16 सितंबर, 2003
12. का.आ. सं. 1485(अ), तारीख 30 दिसंबर, 2003
13. का.आ. सं. 3682, तारीख 15 अक्टूबर, 2005

#### MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES AND PENSIONS

(Department of Pension and Pensioners Welfare)

New Delhi, the 27th May, 2009

S.O. 1529.—In exercise of the powers conferred by the proviso to article 309 and clause (5) of article 148 of the Constitution, and after consultation with the Comptroller and Auditor-General of India in relation to persons serving in the Indian Audit and Accounts Department, the President hereby makes the following rules further to amend the General Provident Fund (Central Services) Rules, 1960, namely :—

1. (1) These rules may be called the General Provident Fund (Central Services) Amendment Rules, 2009.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. In the General Provident Fund (Central Services) Rules, 1960, in rule 33-B, for clauses (a) and (b), the following clauses shall be substituted, namely :—

"(a) the balance at the credit of such subscriber shall not at any time during the three years preceding the month of death have fallen below the limits of :—

- (i) Rs. 25,000 in the case of a subscriber holding a post in the Pay Band-2 (Rs. 9,300-34,800) or above and drawing a Grade Pay of Rs. 4,800 p.m. or more as per Central Civil Service (Revised Pay) Rules, 2008;
  - (ii) Rs. 15,000 in the case of a subscriber holding a post in the Pay Band-2 (Rs. 9,300-34,800) and drawing a Grade Pay of Rs. 4,200 p.m. or more but less than Rs. 4,800 p.m. as per Central Civil Services (Revised Pay) Rules, 2008;
  - (iii) Rs. 10,000 in the case of a subscriber holding a post in the Pay Band-2, Pay Band-1 or Pay Band-1S (Rs. 4,440-7,440) and drawing a Grade Pay of Rs. 1,400 p.m. or more but less than Rs. 4,200 p.m. as per Central Civil Services (Revised Pay) Rules, 2008;
  - (iv) Rs. 6,000 in the case of a subscriber holding a post in the Pay Band-1S (Rs. 4,440-7,440) and drawing a Grade Pay of Rs. 1,300 p.m. or more but less than Rs. 1,400 p.m. as per Central Civil Services (Revised Pay) Rules, 2008; and
- (b) the additional amount payable under this rule shall not exceed Rs. 60,000."

Note :—Pre-revised Scheme which existed before this Notification published in the Gazette of India vide S.O. 826 dated 25th April, 1998, shall apply in cases of death of subscriber on or before the publication of this date and to whom aforesaid amended rule 33-B does not apply."

[F. No. 45/4/2008-P&PW(F)]  
M. P. SINGH, Director

Foot note :—The General Provident Fund (Central Services) Rules, 1960, were published in the Gazette of India vide Notification No. S.O. 3,000 dated the 1st December, 1960. The Fourth re-print of the Rules, (corrected up to 29-2-1988) have since been published in diglot form. The rules were subsequently amended vide notifications mentioned below :—

1. S.O. No. 2002 dated the 2nd September, 1989.
2. S.O. No. 710 dated the 4th March, 1990.
3. S.O. No. 3006 dated the 17th November, 1990
4. S.O. No. 3272 dated the 9th December, 1990.
5. S.O. No. 146 dated the 20th March, 1993.
6. S.O. No. 377 dated the 10th February, 1996.
7. S.Q. No. 379 dated the 10th February, 1996.
8. S.O. No. 3288 dated the 23rd November, 1996.
9. S.O. No. 826 dated the 25th April, 1998.
10. S.O. No. 2500 dated the 5th December, 1998.
11. S.O. No. 2690 dated the 16th September, 2003.
12. S.O. No. 1485(E) dated the 30th December, 2003.
13. S.O. No. 3682 dated the 15th October, 2005.



C.S. D.R.  
Rabing

No. 13018/4/2009-Estt.(L)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training

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New Delhi, the 8<sup>th</sup> July, 2009.

**OFFICE MEMORANDUM**

Subject:- Special provisions in the Rules and Regulations for the benefit of women employees - need to increase the representation of women in the Central Government jobs.

\*\*\*\*

The undersigned is directed to say that Government of India is conscious of its responsibilities to provide greater opportunities to women. It has thus outlined in its 100 days programme, to make concerted efforts to increase the representation of women in the Central Govt. jobs. The National Policy for empowerment of women also envisages bringing about the advancement, development and empowerment of women. The Constitution of India not only grants equality to women, but also empowers the State to adopt measures of positive discrimination in favour of women. This includes creating an environment through positive economic and social policies for full development of women to enable them to realise their full potential. To achieve this goal government has been taking several measures for empowerment of women in general and has made several special provisions in the rules and regulations for the benefit of women employees.

The Government as an ideal employer has made several provisions to enable women employees to work in a very congenial atmosphere. These provisions enable them to develop to the fullest extent in their working efficiency and to contribute their best in the efficient transaction of government business. The Government is also conscious of the fact that women employees play a positive role in their families as well as in work place to preserve the rich heritage of our composite culture. Thus policies have been framed and established to ensure mainstreaming of women's perspective in all development processes, as catalysts, participants and recipients. The various women friendly policy decisions taken by the Government and incorporated in the relevant rules for the benefit of women employees are detailed in the **Annexure**.

Suitable instructions have been issued to ensure that there is no discrimination against women candidates on the grounds of sex, in the matter of selection made by various bodies/ boards in the

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Contd. 2/-

Government . It has been made mandatory to have one woman member in the selection boards/committees for making recruitment to 10 or more vacancies and where lady candidates are expected to be available for the service/post under the Central Govt. Even where the vacancies are less than 10, no effort should be spared in including a lady officer in such committees/boards.

All Ministries/Departments are accordingly requested to give wide publicity to these facilities and programmes available to women employed in the Central Government so as to attract and encourage women candidates to join the work force in large numbers. It is once again reiterated that whenever any advertisement for recruitment in the Government is to be made by the Ministries/Departments/Attached/Subordinate offices/Recruiting agencies, it may be highlighted that women candidates fulfilling the requirements for the post are encouraged to apply against the recruitment advertisement. The advertisement may also state that the specific benefits available to women employees may be perused in the website of the Ministry/Department as well as in the website of this Department, namely persmin.nic.in.

Hindi version will follow.

  
(Simmi R. Nakra)  
Director

To

1. All Ministries/Departments of Govt. of India
2. Union Public Service Commission
3. Staff Selection Commission

Contd...3/-

**Maternity benefits**

A female Govt. employee with less than two surviving children is granted Maternity Leave for 180 days. In continuation of the maternity leave a female Govt. servant can also take any leave due and admissible for a period of two years. In case of miscarriage including abortion, the female employee is entitled to leave not exceeding 45 days\* during entire service. (O.M. No.13018/2/08-Estt.(L) dated 11.9.2008 & \*Notification No.13018/7/94-Estt.(L) dated 31.3.1995).

**Child Care Leave**

The women employees having minor children and who have exhausted earned leave are granted child care leave (admissible in different spells) for a maximum period of two yrs. (i.e. 730 days) during their entire service for taking care of up to two children whether for rearing or to look after any of their needs like examination, sickness etc. In continuation of the Child Care leave, a female Govt. servant can also take any leave due and admissible for a period of one year. (O.M.No.13018/2/2008-Estt.(L) dated 11.9.2008, 29.09.2008 & 18.11.2008)

**Child Adoption Leave**

A female Govt. employee with less than two surviving children is granted on valid adoption of a child below the age of one year Child Adoption Leave for a period of 135 days. In continuation of the Child Adoption leave a female Govt. servant can also take any leave due & admissible for a period of one year. (O. M. No.13018/4/2004-Estt. (L) dated 31.3.2006)

**Special allowance to women with disability**

Women employees with disabilities are paid Rs.1000/- p.m. as Special Allowance for child care. The allowance is payable from the time of the child birth till the child is two yrs. old for a maximum of two children. (O.M. No.12011/04-Estt.AL) dated 11.9.2008)

**Guidelines for provision of crèche facility**

The Govt. of India has set up day care centres/ crèches in Offices or major residential areas of the employees as a welfare measure.

**Posting of husband & wife at the same station**

The Govt of India has issued detailed instructions to its offices to ensure the posting of the husband and wife at the same station so as to enable them to lead a normal family life and to ensure the education and welfare of their children (O.M. No.28034/2/27-Estt-A dated 3.4.1986 & 12.6.1997) .

Contd...4/-

To facilitate posting of couples in the same station, it has been approved that in case of a woman officer, whose husband is posted under the Govt. of India, the 'cooling off' period may be waived up to six months so that she may get a posting at the station where her husband is posted.

**Special priority for working women in allotment of residential accommodation**

The Directorate of Estates maintains a separate pool for the married/single women in Govt. house allotment.

**Provision for protection of women as kept in CCS conduct rules, 1964**

Rule 3.3(C) of the Central Civil Services (Conduct) Rules 1964 explicitly prohibits acts of sexual harassment of any women at her work place. For this purpose, "Sexual Harassment" includes such unwelcome sexually determined behaviour, whether directly or otherwise, as (a) physical contact and advances, (b) demand or request for sexual favours, (c) sexually coloured remarks, (d) showing any pornography or (e) any other unwelcome physical, verbal or non-verbal conduct of a sexual nature.

The guidelines issued under the said Conduct Rules vide DOPT's O.M. No.11013/10/97-Estt.(A) dated 13.2.1998 provide for creation of an appropriate complaint mechanism in every organisation for redressal of the complaints made by the victims. In terms of DOPT's O.M. No.11013/10/97-Estt.(A) dated 13.7.1999 and O.M. No.11013/11/2001-Estt.(A) dated 22.7.2003, a complaint committee should be headed by an officer sufficiently higher in rank than that of the complainant. As per sub-rule(2) of rule 14 of the Central Civil Services (Clarification, Control and Appeal) Rules, 1965 and the instructions issued vide DOPT's O.M. No.11013/11/2001-Estt.(A) dated 4.8.2005, the report of the complaints committee shall be deemed to be an inquiry report.

Rule 13-A of the said rules says, no Government servant shall-

- (a) Give or take or abet the giving or taking of dowry;
- (b) Demand directly or indirectly, from the parent or guardian of a bride or bridegroom, as the case may be, any dowry.

**Age Relaxation for appointment**

Widows, divorced woman and woman judicially separated from their husbands and who are not remarried are allowed age concession up to the age of 35 years (40 years for member of SCs/STs) for posts of Group C&D filed through SSC/Employment Exchange (O.M. No.15012/6/98-Estt.(D) dated 21.12.1998)

**Special dispensation for women officers of North East Cadre**

All India Service lady officers borne on the North East Cadres may be allowed to go on inter cadre deputation after completion of six years of actual service in the North East. Such lady officers would also be eligible for deputation for a maximum of 9 years instead of five years. The lady officers would have the flexibility to utilize the maximum allowable period of inter cadre deputation in two spells instead of one. (O.M.No.13017/16/2003-AIS (1) dated 11.7.2006)

In case of marriage between an All India Services lady officer borne on the North East Cadre and an officer of another Cadre, the lady officer would be mandatorily accommodated in the cadre of her spouse, if she so opts. (O.M.No.13017/16/2003-AIS (1) dated 10.7.2006)

**Change of Cadre in case of marriage of All India Service Officer**

Inter cadre transfer is permitted for members of All India Service officers on marriage to another member of All India Service where the officer or officers concerned have sought a change. (O.M.No.13017/16/2003-AIS (1) dated 8.11.2004).

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सं/No.39020/03/2009-Estt (B)

भारत सरकार / Government of India

कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय

Ministry of Personnel, Public Grievances & Pensions

कार्मिक और प्रशिक्षण विभाग

(Department of Personnel & Training)

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North Block, New Delhi, 15<sup>th</sup> July, 2009

To

1. Shri Alok Rawat,  
Secretary,  
Union Public Service Commission  
Dholpur House, Shahjahan Road,  
New Delhi.

2. Shri N.K. Raghupathy,  
Chairman,  
Staff Selection Commission,  
CGO Complex,  
New Delhi.

Subject:- Need for concerted efforts to increase the representation of Women in Central Government jobs mentioned in the President's address to the joint session of Parliament.

Sir,

I am directed to refer to the above subject and to say that it has been decided to exempt the women candidates from payment of fees for competitive examinations by Direct Recruitment/Departmental Competitive Examinations/ Direct Recruitment by Interview conducted by Union Public Service Commission (UPSC) and Staff Selection Commission (SSC). This will be applicable for all advertisements to be released for the above purpose after issue of this letter.

Yours faithfully,

  
(Smt. Sati Mohandas)


Under Secretary to the Government of India  
Tel.No. 011-23093175  
Fax.No. 011-23093180

- (1) ALL MINISTRIES/DEPARTMENTS, GOVERNMENT OF INDIA  
(2) ALL CHIEF SECRETARIES, ALL STATE GOVERNMENTS/UTS

Copy to:-

*for circulation to all concerned.*

1. Shri S.S. Khurana, Chairman, Railway Board, Ministry of Railways, New Delhi.
2. Shri R.S. Bandyopadhyaya, Secretary, Department of Public Enterprises, CGO Complex, New Delhi.
3. Ms. R. Doraiswamy, Secretary, Department of Posts, Dak Bhavan, New Delhi.
4. Organisations exempt from purview of UPSC for recruitment.
5. Deputy Secretary (Estt), Department of Personnel and Training, New Delhi.
6. Smt. Neelam Kapoor, Principal Director General, Press Information Bureau, Shastri Bhavan, New Delhi.
7. NIC, DOPT, North Block- with request to place the above letter on the website of this Department.
8. Facilitation Centre, Department of Personnel and Training, North Block, New Delhi- 4 spare copies.
9. Editor, Civil Service News, Department of Administrative Reforms and Public Grievances, Sardar Patel Bhavan, New Delhi- with the request to publish above letter in the Civil Services News.

  
(Smt. Sati Mohandas)


No.31011/2/2006-Estt.(A)  
Government of India  
Ministry of Personnel, Public Grievances & Pension  
Department of Personnel & Training

New Delhi, dated 9th September. 2009

**OFFICE MEMORANDUM**

**Subject:- Regulation of Journey by air while availing Leave Travel Concession  
– clarification regarding.**

The undersigned is directed to refer to this Department's O.M. of even No. dated 27.7.2009 on the above subject and to say that consequent to issue of Ministry of Finance, Department of Expenditure O.M.No. 7(1) E.Coord/2009 dated 7/9/2009 on expenditure management the reimbursement of the expenses on air travel while availing of the Leave Travel Concession by Government servants will be restricted to the cost of travel by the economy class, irrespective of entitlement, with immediate effect.

  
(C.A. Subramanian)  
Director (E.II)

To

All Ministries/Departments of the Government of India (with usual number of copies)

**Copy to:**

1. President's Secretariat, Rashtrapathi Bhavan, New Delhi.
2. Vice-President's Secretariat, New Delhi.
3. Prime Minister's Office, South Block, New Delhi.
4. Cabinet Secretariat, New Delhi.
5. Comptroller and Auditor General of India, New Delhi.
6. Central Vigilance Commission, New Delhi
7. Union Public Service Commission, New Delhi.
8. Staff Selection Commission, New Delhi.
9. Central Bureau of Investigation, New Delhi.
10. All Union Territory Administrations.
11. Lok Sabha/Rajya Sabha Secretariat.
12. All attached and Subordinate Offices of the Ministry of Personnel, Public Grievances and Pension.
13. All Officers and Sections of Ministry of Personnel, Public Grievances and Pensions.
14. Website Section, Ministry of Personnel, Public Grievances and Pensions, North Block, New Delhi.
15. Facilitation Centre, Ministry of Personnel, Public Grievances and Pensions, North Block, New Delhi – 25 spare copies.
16. 100 spare copies.