

**Section
23
PROMOTIONS
(Copies of CSIR OMs Letters)**

1

Copy of CSIR letter No.14/6/22/88-E.II dated 7.2.1997

Sub: Ad-hoc appointments/promotions.

I am directed to state that references were being received from the Labs./Instts regarding ad-hoc appointments/promotions, The matter was, therefore, placed before the Governing Body for its consideration.

The Governing Body considered the matter at its 142nd meeting held on 26.10.1996 and approved making of ad-hoc appointments to administrative posts in CSIR strictly in accordance with the instructions contained in DoPT O.M.No.28036/8/87-Estt (D) dated 30.3.1988* for a period not exceeding one year. A copy of the said OM dated 30.3.1988, which was also forwarded earlier vide this office circular letter of even number dated 30.9.1993 is again enclosed for ready reference.

It is requested that the above decision may kindly be brought to the notice of all concerned in your Lab./Instt. for information, guidance and necessary action.

** Please refer to Order No.308, Swamys Annual, 1988*

2

Copy of CSIR letter No.17/68/97-PPS dated 13.9.99

Sub:- The Assured Career Progression Scheme for the central government Civilian Employees.

I am directed to forward herewith a copy of the Department of Personnel and Training, Ministry of Personnel, Public Grievances & Pensions, Government of India, O.M.NO.35034/1/97- Estt. (D) dated 9th August, 1999 on the above subject and to state that the Assured Career Progression (ACP) Scheme* under reference, as introduced by the Government of India, has been adopted with the approval of the competent authority for implementation in CSIR for the Cadre based employees. The holders of the isolated category of posts will continue to be governed by the existing scheme made applicable for them under the CSIR Administrative Services (Recruitment & Promotion) Rules, 1982.

It is requested that the above decision may kindly be brought to the notice of all concerned in your Lab./Instt. for their information, guidance and necessary action.

**Assured Career Progression Scheme introduced vide Govt. of India, Dept. of Per. & Trg. O .M. No. 35034/1/97-Estt.(D), dated 9.8.199 appears as Order No.207 in Swamy's News for September, 1999 is not printed here to avoid repetition.*

3

Copy of CSIR Circular letter No. 17(68)/97-PPS dated 10.2.2000

Sub: ACP Scheme – Clarification regarding.

In continuation of this office letter of even number dated 13.9.1999 forwarding the Scheme on Assured Career Progression, I am directed to state that references have been received from various Labs./Instts. seeking clarification on different points. The matter has been considered in consultation with Finance. The points raised are clarified as under:-

<i>Point raised.</i>	<i>Clarification</i>
1 Whether CSIR or the Labs./Instts. locally will constitute the Departmental Screening Cte. for financial up-gradation	Screening Committee for financial up-gradation upto the scale of Rs.5500-9000 may be constituted with the approval of the Director. The cases of employees in the scale of Rs.5500-9000 for financial up-gradation to the scale of Rs.6500-10500 will be considered centrally by CSIR Hqrs.
2 Manner of fixation of pay on implementation of ACP Scheme and date of financial benefit.	As explained in para 8 of O.M. dated 9.8.1999 the ACP Scheme will be operational from the date of issue of this O.M. As regards fixation of py, on up-gradation under the ACP Scheme, pay of an employee will be fixed under the provisions of FR 22(1) a (i) subject to a minimum financial benefit of Rs.100/- as per DoPT O.M.No.1/6/99-Pay. I dated 5.7.99. The financial benefit allowed under the ACP Scheme shall be final and no pay fixation benefit shall accrue at the time of regular promotion i.e. posting against a functional post in the Higher grade.
3 Whether Ad-hoc service can be counted for the financial up-gradation under the ACP Scheme?	No.
4 Whether an employee who is promoted to a post in the laboratory seeks transfer to another laboratory on reversion to the lower post can be eligible for counting of the service rendered in the lower and higher grade under ACP?	Yes. The service rendered by the individual from the date of original appointment shall count for financial upgradation.
5 Whether the scale at S-4 (2750-4400) and S-8 (4500-7000) are operative in the administrative cadre?	No. These scales are not operation for Cadre based non technical posts.
6 Whether the benefits under the scheme shall be granted from the date completion of eligibility period or from the date of issue of the scheme ?	Para 3 of the conditions is self explanatory, according to which the financial benefits shall be granted from the date of completion of the eligibility period prescribed under the ACP or from August 9, 1999 whichever is later.
7. Whether selection grade given to some employees under the then Selection Grade Scheme on completion of 11 years of service shall be counted as promotion or not :	IN cases where the benefit of FR 22© has been allowed while fixing the pay on placement in the special grade this will be treated as a promotion for the purpose of ACP.
8. Whether the employees who were	As per CSIR circular No. 16(205)/72-E.I

- initially appointed as Steno-typist and redesignated as Jr. Stenographer w.e.f. 1.1.1973 can be allowed the benefit of ACP
- dated 18.3.1974 the post of Steno-typist was upgraded to the post of Jr. Steno with fixation of pay under the normal rules. As such this will be treated as a promotion.
9. Whether an employee who is given the benefit under the scheme shall continue to be shown in the seniority list of lower post and his name shall be considered for promotion in the higher grade on occurrence of vacancies; Yes, Paras 4 & 5 of the GOI OM dated 9.8.99 are self-explanatory in this regard.
10. Whether the designation will also be changed on financial upgradation. No, However "ACP" may be written in bracket after the original designation as Jr. Steno (ACP), etc.
11. Whether the ACP scheme will also be applicable to Canteen Staff or not. As per clarification received from GOI the matter is under consideration and necessary orders as and when issued by the Govt. will be implemented for the canteen employees.

Further necessary action may now be taken as per clarification above.

4

Copy of CSIR circular letter No. 17(68)/97-PPS dated 1.3.2000.

Sub: Assured Career Progression Scheme for the Central Government civilian employees.

In continuation of this office letters of even number dated 13.9.1999 and 10.2.2000 on the above subject, I am directed to forward herewith a copy* of the Department of Personnel and Training, Govt. of India. OM No. 35034/1/97-Estt. (D)(Vol. IV) dated 10.2.2000 containing the clarifications to the various points of doubt raised by various Ministries/Departments for your Information, guidance and necessary action.

Further now in view of the specific clarifications given by the DOPT, the clarification earlier issued by the CSIR vide circular letter of even number dated 10.2.2000# referred to above under item numbers 7,8,and 11 shall be deemed to have been substituted by the clarifications relevant to those doubts given under item numbers 2,18 and 21 respectively of the Annexure to DoPT OM dated 10.2.2000 under reference.

It is requested that the above clarifications may kindly be brought to the notice of all concerned in your Lab./Instt. for their information guidance and necessary action.

* *Not printed. Please refer to order no. 78, page 33Swamy's News for March,2000*

Please refer to order No.1 above.

Sub: Assured Career Progression Scheme for the Departmental canteen employees working in Non-Statutory Departmental Canteens/Tiffin Rooms located in Central Govt. Offices.

I am directed to forward herewith a copy of O.M.No.3/4/99-Dir (C) dated 23.7.2000 on the above subject received from GOI, DoPT notifying that the service rendered by a canteen employee will be reckonable from 26.9.1983 or the actual appointment in regular pay scales, whichever is earlier, for information and necessary action please.

In the light of the above GOI decision, the financial upgradation of any of thee canteen employees, if already done, by reckoning the residency service for the purpose in any other manner or from an earlier date may kindly be reviewed by counting their service from 26.9.1983 or the actual date of appointment in regular pay scale whichever is later.

It is requested that the above decision may kindly be brought to the notice of all concerned in your lab./Instt.