



वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्
COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH
अनुसंधान भवन, 2, रफी मार्ग, नई दिल्ली.110 001
Anusandhan Bhawan, 2, Rafi Marg, New Delhi- 110 001



सां/No. : 5-1(565)/2018-PD

दिनांक/Dated: 29.04.2024

प्रेषक/From : संयुक्त सचिव (प्रशासन)

Joint Secretary (Admn.)

सेवा में/To : सी.एस.आई.आर. की सभी राष्ट्रीय प्रयोगशालाओं/संस्थानों/मुख्यालय/एककों के निदेशक/प्रधान
The Directors/Heads of all CSIR National Labs./Instts./Hqrs./Units

विषय: सेवानिवृत्त कर्मचारियों के लिए विभागीय पदोन्नति समिति द्वारा अपनाई जाने वाली प्रक्रिया के संबंध में।

Sub: Procedure to be followed by the Departmental Promotion Committee with regard to retired employees - reg.

महोदय/Sir/ महोदया/Madam,

मुझे, उपरोक्त विषय पर यह कहने का निदेश हुआ है कि सीएसआईआर एसआरपी नियमावली, 2020 के अंतर्गत प्रशासनिक कर्मचारियों के लिए विभागीय पदोन्नति समिति के संचालन की प्रक्रिया को, अन्य बातों के साथ-साथ कार्मिक और प्रशिक्षण विभाग के कार्यालय ज्ञापन संख्या 22011/1/2023-PP (D-Promotion) दिनांक 12.02.2024 के अनुसार किया जा सकता है तथा जिसकी एक प्रति आपकी जानकारी, मार्गदर्शन और अनुपालन के लिए संलग्न है।

I am directed to state that the procedure for conducting Departmental Promotion Committee in respect of administrative staff, under CSIR ASRP Rules, 2020, may be carried out, inter alia, in accordance with the Department of Personnel and Training Office Memorandum No. 22011/1/2023-PP (D-Promotion) dated 12.02.2024 and a copy of the same is enclosed for your information, guidance and compliance.

भवदीय/Yours faithfully,

Digitally signed by M ARUN
MANIKANDA BHARATHI

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

संलग्न/Encl. : यथोपरि/As above

प्रतिलिपि/Copy to:

1. सी.एस.आई.आर. वेबसाइट/ CSIR Website
2. कार्यालय प्रति/Office copy.

No.22011/1/2023-PP (D-Promotion)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

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North Block, New Delhi  
Date : 12.02.2024

**OFFICE MEMORANDUM**

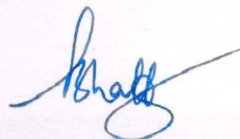
Subject : Procedure to be followed by the Departmental Promotion Committee with regard to retired employees – reg.

In supersession of this Department's OM of even No. dated 11.12.2023 on the subject mentioned above, attention is invited to this Department's O.M. No. 22011/4/2013-Estt.(D) dated 08.05.2017 which stipulates that Departmental Promotion Committee (DPC) is to be convened in advance and the steps, as per the Model Calendar, need to be completed so that the approved select panels are ready on the date of commencement of the vacancy year. Further, from 2019 onwards, a uniform calendar year wise vacancy year is being followed. In spite of these instructions, this Department has been receiving references of inordinate delay in conduct of DPCs depriving officials the opportunity of promotion as by the time the DPC is held, some official(s) in the original zone of consideration, would have already retired from Government service. This Department has been impressing upon Ministries/Departments and Cadre Controlling Authorities, from time to time, to ensure strict compliance of these instructions.

2. In the context of the extant instructions contained in the aforesaid O.M. No. 22011/4/2013-Estt.(D) dated 08.05.2017, the provisions of para '3' of this Department's O.M. No. 22011/4/98-Estt.(D) dated 12.10.1998 have been reviewed in consultation with the Department of Legal Affairs. It has now been decided to modify para '3' of OM dated 12.10.1998 as follows :

*"3.1 In spite of clear instructions, where DPCs could not be held as per the schedule prescribed in the Model Calendar, for whatever reasons, though vacancies arose in those year(s) and where the DPC meets at a later date to consider regular vacancies which arose in the earlier vacancy year(s), the DPC would, in terms of para 6.4.1 of this Department's O.M. 22011/5/86- Estt. (D) dated 10.04.1989, continue to make year-wise panel for each of the vacancy years. Further, the DPC would, in such cases, continue to consider all eligible officials falling in the original zone of consideration as per the number of vacancies reported for that particular year, including those who have since retired as on the date of the DPC.*

*3.2 The DPC while recommending the panel for promotion for each vacancy year(s) would, however, not include names of any retired person(s) who are not*

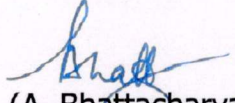




*in a position to assume charge of the promotional post as and when promotion orders are issued. The DPC would accordingly make a note in the minutes to this effect that they have considered to the extent required all those eligible for promotion, as per the original zone of consideration for that vacancy year, including those who have since retired, but are recommending the names of only those who are in the position to assume charge of the promotional post. It would neither be necessary to include the name of a retired person in the panel for the sake of completing the panel nor would it be in order to consider his/her junior against that vacancy in the relevant vacancy year. Resultantly, such vacancy for which the DPC did not recommend a name would be treated as an unfilled vacancy.*

*3.3 The vacancies so rendered unfilled would be carried forward and added to the vacancies of the next vacancy year. This process would be repeated for the next and subsequent vacancy years for which the DPC is being held together."*

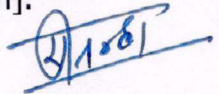
4. These instructions shall be applicable from vacancy year 2024 i.e. from 1.1.2024 onwards.
5. All Ministries/Departments are requested to bring these instructions to the notice of all concerned.

  
(A. Bhattacharya)  
Deputy Secretary

To  
All Ministries/Departments of the Government of India.

Copy to :

1. President's Secretariat/Vice President's Secretariat/Prime Minister's Office/ Supreme Court/Rajya Sabha Secretariat/Lok Sabha Secretariat/ Cabinet Secretariat /UPSC/ CVC/ C&AG/Central Administrative Tribunal (Principal Bench), New Delhi.
2. All attached/subordinate offices of the Ministry of Personnel, Public Grievances and Pensions.
3. The Secretary, Staff Side, National Council (JCM), 13-C, Ferozeshah Road, New Delhi.
4. All Staff Side Members of the National Council (JCM).
5. PS to MoS(PP) for kind information of Hon'ble MoS(PP)/PSO to Secretary (P).
6. NIC [for uploading this OM on the website of DOPT under OMs/Promotion].
7. Hindi Section, DoPT for Hindi Translation.

  
(R.K. Sinha)  
Under Secretary to the Govt. of India