

No. 87/1/2014-CCSCSB
Government of India
Ministry of Personnel, P.G. and Pensions
(Department of Personnel & Training)

Lok Nayak Bhavan, Khan Market,
New Delhi, August 5, 2014

To

- 1) Welfare Officers of all Ministries/Departments
- 2) Chief Secretaries of State Governments/Union Territories
- 3) Chairmen, all Regional Sports Board
- 4) All Convenors of Sports
- 5) Placed on website of Department of Personnel and Training


Sub.- Review of Compendium of Welfare Programmes/Instructions of Facilities –
Suggestions – Regarding

Sir/Madam,

The Welfare Division in the Department of Personnel and Training has been undertaking review of Compendium of Welfare Programmes/Instructions of Facilities issued by this Department in the year 2001. An extract of the Compendium related to sports facilities - Central Civil Services Cultural and Sports Board - is circulated herewith with the request that suggestions on modification/amendment in the existing instructions on sports facilities containing in the Compendium may be submitted to this office in the following format by 31.08.2014:-

Sl. No.	Existing Provision	Modification/amendment suggested	Justification for suggesting the modification/amendment

Yours faithfully,


(Abhay Jain)
Secretary, CCSCSB

Encl. as above

CHAPTER-III

CENTRAL CIVIL SERVICES CULTURAL AND SPORTS BOARD

BACKGROUND

1. The Central Civil Services Cultural & Sports Board is the nodal agency for promotion of Sports and Cultural activities amongst Central Government Employees. Established in 1964 as the Central Secretariat Club, the initial objective of the Board was promotion of sports and cultural activities amongst the Central Secretariat employees in Delhi only. However, in course of time in order to cater to the needs of the Central Government employees located outside Delhi, Regional Sports Boards were set up in Cities where the number of Central Government employees was more than one thousand. At present, there are 18 Regional Sports Boards (called, Central Civil Services Regional Sports Board for Culture and Sports). The Details of these Regional Sports Boards and their areas of jurisdiction are as under:-

Name of the Regional Sports Board	Central Government Employee Welfare Coordination Committee in the area	Area allotted/Covered
RSB Bangalore	Bangalore and Panaji	Karnataka and Goa
RSB Bhubaneshwar	Bhubaneshwar, Cuttack and Sambalpur	Orissa
RSB Calcutta	Calcutta and Port Blair	West Bengal, Sikkim and Andaman Islands
RSB Chandigarh	Chandigarh and Shimla	Union Territory of Chandigarh and Himachal Pradesh.
RSB Chennai	Madras & Pondicherry	Tamil Nadu and Union Territory of Pondicherry
RSB Cochin	Cochin, Calicut, Trichur and Trivandrum	Kerala and Lakshadweep
RSB Faridabad	Faridabad, Rohtak, Karnal and Ambala	Haryana
RSB Hyderabad	Hyderabad & Vishakhapatnam	Andhra Pradesh
RSB Imphal	Imphal, Agartala and Kohima	Manipur, Tripura, Mizoram and Nagaland
RSB Indore	Indore, Bhopal, Gwalior, Jabalpur and Raipur	Madhya Pradesh and Chhattisgarh
RSB Jaipur	Jaipur, Udaipur and Ujjain	Rajasthan
RSB Jalandhar	Jalandhar, Ludhiana and Patiala	Punjab
RSB Kanpur	Kanpur, Allahabad, Aligarh, Dehradun, Mathura, Meerut, Mussoorie and Lucknow	Uttar Pradesh and Uttaranchal
RSB Mumbai	Mumbai, Nagpur and Pune	Maharashtra
RSB Ranchi	Ranchi and Asansol	Bihar and Jharkhand
RSB Shillong	Shillong and Guwahati	Arunachal Pradesh, Assam and Meghalaya
RSB Srinagar	Jammu and Srinagar	Jammu & Kashmir
RSB Vadodara	Ahmedabad, Vadodara and Rajkot	Gujarat, Daman and Diu and Dadra

ORGANISATION

2. The Board is a society registered under the Registration of Societies Act, 1860. It works under the aegis and control of Ministry of Personnel, P.G & Pensions. Secretary (P) is the ex-officio President of the Board. In addition, the

Board has 8 members out of which Secretary/Joint Secretary, Dept. of Youth Affairs & Sports, Secretary/Joint Secretary, Deptt. of Culture, Financial Advisor (Home), Joint Secretary (AT & SW) and Director/Chief Welfare Officer, Deptt. of Personnel & Training are the ex-officio Members. The other members of the Board are nominated by the President of the Board. The names of the Present Members as on 1-10-2000 of the Board are given in Annexure-VIII

ACTIVITIES

3. To carry out its activities the Board receives annual grants-in-aid from the Department of Personnel and Training. The Board passes on part of this aid to the Regional Sports Boards. An important area of activity of the Board is to organise various sports events. Inter-Ministry tournaments in 19 disciplines of sports and competitions in cultural activities are conducted by the Board in Delhi annually. The eligibility criteria for participation in Inter-Ministry Tournaments is given in Annexure-IX.

3.1 In addition, the All India Civil Services (AICS) Tournaments in the following sports/cultural events are jointly organised by the Board with the co-operation of State/UT Governments/RSBs:-

- | | |
|---------------|-------------------|
| 1. Athletics | 10. Hockey |
| 2. Badminton | 11. Kabaddi |
| 3. Basketball | 12. Music & Dance |
| 4. Bridge | 13. Powerlifting |
| 5. Carrom | 14. Swimming |
| 6. Chess | 15. Table Tennis |
| 7. Cricket | 16. Tennis |
| 8. Drama | 17. Volleyball |
| 9. Football | 18. Weightlifting |
| | 19. Wrestling |

3.2 The allocation for holding these Tournaments is decided by the Board after ascertaining the convenience and choice of the State/UT Governments/RSB. Part of the expenditure for conducting the AICS tournaments is met by the Board @ Rs-30/- per person per day for actual days of the tournaments (including one day before and one day after the Meet). These tournaments not only provide an opportunity for a healthy competition amongst Central Government/State Governments employees, but also help foster National integration. Rules/regulations for participation in the AICS tournament are given in the succeeding paragraphs.

3.3 Eligibility of Players : The civilian employees of the Central Government working in Ministries and their attached subordinate offices located in Delhi, New Delhi including those in Armed Forces Headquarters (Civilian only). Railway, CAG, DGP&T, Customs and Excise are eligible for selection to the Central Secretariat team. Civilian personnel working in the offices of Heads of Central Police Organisation like CRPF, BSF etc., can also be included in the Central Secretariat team subject to the condition that they are not eligible to participate in the Police Meets. The State Governments/ Union Territories can select their teams from the employees serving in regular departments including educational institutions but not from Semi-Government or autonomous bodies or State Public Undertakings or similar offices. They can also include in their teams the civilian personnel working at Headquarters office of the State I.G. of Police provided such persons are not eligible to participate in the police Meets. The Regional Sports Boards may include in their team the Civilian Personnel belonging to local Audit, Accounts, Excise, Customs and Income Tax Offices etc. except the employees of Autonomous Bodies/Undertakings. In addition they may also include civilian staff working in the office of Heads of Central Police Organisation in their regions who are ineligible to participate in the police Meets.

3.4 Non-Eligible Categories : The following categories will, however, not be eligible to take part in the All India Civil Services (AICS) tournaments.

(i) Professional coaches although variously designated like Sports Officers, Instructors, etc. employed in Physical Training Institutions etc. are not allowed to take part in the AICS tournaments in respect of sports disciplines/ games. In case of A.I.C.S. competitions for cultural disciplines (Music & Dance, Short play etc.), professionals and hired artists/Govt. servants employed as artists, instrumentalists and Teachers of cultural disciplines are not eligible to participate.

(ii) A Newly recruited sportsman/artist will not be allowed to take part in the AICS tournament unless he has put in a minimum service of 6 months in the regular establishment/service before the commencement of the tournament/ competition.

- (iii) Government employees attached to offices, on temporary duty.
- (iv) Uniformed personnel in Services/Para Military/Police/RPF etc.
- (v) Casual/Daily wage workers.
- (vi) Employees of Public Sector Undertakings and Banks.

3.5 Inclusion of ineligible players in the AICS tournaments will lead to elimination of the team from the tournament.

3.6 Each competing team must submit in the prescribed performas, the names of the participants who will represent the team in the tournament. Complete list of players must be sent simultaneously to the host state and Secretary, Central Civil Services Cultural and Sports Board 15 days before the Start of the tournament. Before taking part in the tournament, the teams shall produce a certificate from their respective State Governments/Heads of the Department certifying that the participating players of their teams are eligible to play in terms of foregoing rules.

3.7 Entry Fee: There will be no entry fee for the tournament.

3.8 The host State/RSB shall Conduct the matches and bear all expenses towards ground charges, Officials/Referees/Umpires/ Judges etc. and other expenses in connection with the Opening /Prize distribution ceremony. On request from the Host the Board may make appropriate arrangements to provide Referees/Umpires etc. for the tournament/competition, Payment of fee will be made by the Host. The Host shall not engage Referees/Umpires etc. from Delhi/New Delhi without prior permission of Secretary, Central Civil Services Sports and Cultural Board. The following facilities shall be provided by the host state/RSB to the teams coming from outstation :—

- (a) Free lodging to the participating teams at the place of tournament for the period commencing not more than one day before the team is scheduled to play its first match and ending not more than one day after its last match in the tournament.
- (b) The teams coming from far off places involving railway journey exceeding 24 hours may on demand be allowed the facility of arriving not more than two days before their first fixture.
- (c) Free conveyance from the railway station to the place of stay and back.
- (d) Free conveyance from the place of stay to the play-ground and back on their match days.
- (e) Provide tea to the participating teams including their Managers and Officials on match days for Cricket tournament only.
- (f) Provide facilities for practice.
- (g) Provide medical facilities to the participating teams as and when required.
- (h) Issue certificate of participation to the participants.
- (i) Provide as far as possible, necessary facilities for rail reservation for the return journey of the outstation teams.
- (j) Send order of events/copy of the draws well in time to the participating organisation (at least 15 days in advance) to enable participating teams to arrange their rail reservation etc.

3.9 Facilities to be provided by CCSCSB :

- (a) Running trophies and individual prizes shall be provided by the Central Civil Services Sports and Cultural Board.
- (b) Central Civil Services Sports and Cultural Board will give a grant to the Organising State/RSB at the rate of Rs. 30/- per person per day for actual days of tournament (including one day prior to and one day after the meet). The grant will be reimbursed to the State Government after completion of All India Civil Services tournaments on submission of documents as required by the 'Board'.

3.10 Responsibilities of Participants :

- (i) The participants will have to bear the cost of their boarding at the venue.
- (ii) Will maintain strict discipline on and off the field.
- (iii) If the Organising State/UT Government makes arrangement for food at the place of stay of the members of the team they are bound to take the food under the centralised arrangements made by the Organisers and pay for the same.

3.11 The draw for the All India Civil Services tournaments will be made out by the host State/RSB keeping in view where necessary the previous year's Winners and 'Runners' who shall be so arranged as to avoid any undue strain on the participating teams/players. The losing semi-finalists may be kept in different halves.

3.12 Duration of tournament: The duration of the tournament may be fixed/changed keeping in view the number of entries and the feasibility of completing the tournament within that period. Whenever large number of entries are there, competition should be conducted in the morning and evening sessions.

3.13 The date and the time for each match shall be communicated to the teams before hand. The Committee, however, reserves the right to change by itself or through its nominee, at short notice, the date, time and venue of any match.

3.14 The competing teams shall be required to reach the ground at least fifteen minutes before the scheduled time of play. Any team failing to take the field within five minutes after the scheduled time may be scratched out.

3.15 Referees' decision shall be final and binding on the competing teams. In case of any team/teams walking off the fields of play after the interval, the team concerned shall be disqualified for future participation in the tournament.

3.16 Protest, if any, must be lodged in writing with the Secretary of the Board/Tournament Committee or his nominee within an hour after the expiry of the match to which the protest relates and must be accompanied by a protest fee of Rs. 300/- (Rupees three hundreds only) in cash which will not be refunded unless the protest is ultimately upheld by the Committee. The protest fee wherever forfeited on account of rejection of the protest will be deposited with the 'Board' after the conclusion of the tournament. No protest, however, will be entertained against any decision of an Umpire/Referee except on technical grounds. In all cases the decision of the Committee shall be final and binding.

3.17 In the event of similarity of colours of uniforms between two opposing teams, the Committee or its nominee may, prior to the commencement of the match, make one of the teams to change its colour of uniforms.

3.18 The Winners/Runners-up and the Hard Line Trophies cannot be won outright. However, the members of the Winning and Runners-up teams shall be awarded individual prizes. No individual prizes shall be awarded for the Hard Line match, if played.

3.19 All trophies must be returned in good condition before the end of the months from the date when the trophy is won or an earlier date, if so required by the Board, The Managers/Secretaries and Captains of the team shall have to sign receipt for the trophy in the form prescribed by the Board.

3.20 In all cases not covered by the above rules the decision of CCSCSB or by an official/Committee authorised by it shall be final and binding. The Board reserves the right to amend or alter any of the rules at any time, if necessary.

3.21 The foregoing rules shall, ipso facto, be binding upon all the teams competing in the AICS tournaments. (REF. No. 20/12/88-CCSCSB dated 3.10.1988—Department of Personnel & Training)

3.22 Besides Organising Inter-Ministry and AICS tournaments, the Board also conducts Trekking Programmes for the Central Government employees in collaboration with the Youth Hostel Association of India. A part of this expenditure on such programmes is met by the Board.

INFRASTRUCTURAL FACILITIES

4. The Board has a Sports Complex at Vinay Marg, New Delhi which provides facilities for Football, Hockey, Cricket, Athletics, Tennis/Volley ball. In addition, Tennis Courts are also maintained by the Board at Brassey Avenue, R.K. Puram and Bharati Nagar, in New Delhi, Besides, Cricket practice Pitches at Vinay Marg and Brassey Avenue and facilities for indoor games at Nirman Bhawan are also available.)

INCENTIVES AND FACILITIES TO THE PARTICIPANTS

5. To encourage and improve the standard of participation in the sports, the Board has the following incentives schemes for the Central Government Employees :

- (i) 'Board gives cash awards of Rs.5,000/-, Rs.2500/- and Rs.1000/- respectively to any Central Government employee, who gets First, Second or Third position in national events and double the said amounts are given for International events.
- (ii) Cash award of Rs.2,000/- Rs.1,000/- or Rs.500/- respectively to the winners of First Second and Third position in any veteran Championship.
- (iii) Special prizes in cash or kind to those employees who obtain First, Second and Third Positions in the All India Civil Services Tournaments:

6. Following facilities are further available to the Central Government servants for participation in sporting events and tournaments of national or international importance.

1. Special Casual leave is granted to Central Government servants for a period not exceeding 30 days in any one calendar year for :

- (i) Participating in sporting events of national/International importance;
- (ii) Coaching/administration of teams participating in sporting events of national/international Importance;

- (iii) Attending coaching or training camps under Rajkumari Amrit Kaur coaching scheme or similar All India Coaching or training schemes;
- (iv) Attending coaching or training camps at the National Institute of Sports, Patiala;
- (v) Participating in Mountaineering expeditions.
- (vi) Attending coaching camps in sports organised by National Sports Federation/Sports Boards recognised by All India Council of Sports, and
- (vii) Participating in trekking expeditions;

2. Special casual leave is also granted to Central Government servants for a period not exceeding 10 days in any one calendar year for participating in Inter-ministerial and Interdepartmental tournaments and sporting events held in and outside Delhi.
3. In the case of Central Government servants who are selected for participating in sporting Events of national/international importance, the period of the actual days on which they participate in these events as also the time spent in travelling to and from such tournament/meets may be treated as on duty. Further, if any pre-participation Coaching Camp is held in connection with the above mentioned events and the Government servant is required to attend the same, this period may also be treated as on duty. Consequently the existing provisions regarding grant of Special casual leave for the purposes mentioned in this regard may be treated as cancelled.
4. The quantum of Special Casual Leave for a period not exceeding 30 days in a Calendar year allowed to Central Government employees, for purposes indicated at items(iii) to (vii) in para 1 above, will cover also their attending the pre-selection trials/camps connected with sporting events of national/international importance.
5. The Central Government employees who are selected for participation in sporting events of national/international importance within India, may be allowed to travel by First Class by Train. In the case of events of International importance held outside India, they may be entitled to travel by economy class by air.
6. (i) The number of increments to be awarded for achieving excellence in National events should be laid down at a scale lower than for excellence in International say one increment for National event and two increments for International events.
 - (ii) The total number of increments to be awarded to an individual should not exceed five in his/her entire career.
 - (iii) The increment so granted would continue to draw at the same rate till retirement but this will not account for any service matter like Pay fixation on promotion, retirement benefits or TA/DA etc.

(O.M.No : 6/1/85-Estt(Pay-I) dated 16th July, 1985 Department of Personnel and Training Government of India as amended vide O.M.dated 7.11.1988)

7. The Central Government employees, who participate in Cultural activities like dance drama, music, poetic symposium etc of an All India or Inter State character, organised by the CCSCSB or on its behalf, are entitled to special casual leave not exceeding thirty days in any calendar year. Such special casual leave will, however, not be admissible for practice or for participation in cultural activities organised locally.

(O.M.No.27/3/68-Estt(B) dated 28th June, 1969, Ministry of Home Affairs, Government of India).

8. Similarly the Central Government employees are allowed special casual leave not exceeding fifteen days for participating in regional, national or international cultural programmes organised by the government of India or Government sponsored bodies. This special casual leave will, however, not be admissible for practice in connection with such cultural activities.

9. The term "Government Sponsored Body" denotes Institutions and Organisation substantially controlled by the Government and which receive substantial assistance from the Government in the form of grant-in-aid.

(O.M.Np.28016/1/87-Esst(A) dated 9.9.1987, Department of Personnel and Training)

SOURCE OF REVENUE

7. The major source of revenue of the 'Board' is the annual financial grants-in-aid received from the Government of India (Department of Personnel and Training) Some income also accrues to the Board on account of hiring out of its sports facilities.