

No. 8/6/86-CS.II
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

.....
New Delhi-1, dated 4.6.1987.

OFFICE MEMORANDUM

SUBJECT: Scale of personal staff to Ministers/Deputy
Ministers and Parliamentary Secretaries -
Entitlement thereto.

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The undersigned is directed to refer to this
Department O.M.No. 8/5/85-CS.II dated 4.4.85 on the subject
mentioned above.

2. Situations arise when a Minister quits the
Council of Ministers by resignation or otherwise and the
portfolio held by him is given temporarily to another
Minister as an additional charge. It has been decided that
in such a situation, the Minister who is given the additional
charge of the portfolio which was held earlier by another
Minister may be allowed a separate set of personal staff
for the additional charge to the extent indicated below for the
duration he holds the additional charge:-

- | | |
|--|---|
| 1. Private Secretary/Addl. Private Secy. | 1 |
| 2. 1st P.A. | 1 |
| 3. 2nd P.A. | 1 |
| 4. LDC | 1 |
| 5. Jamadar | 1 |
| 6. Peon | 1 |

(Note: If Private Secretary is already there, he
need not be changed and may be allowed to continue
for the reason that sometimes officers are taken
from various services as Private Secretary and
it may be desirable to allow him to continue till
a permanent incumbent takes charge).

3. The above mentioned decision will not be applicable
in a case where a part of any Ministry/Department is clubbed
with the existing portfolio of the Minister. In doubtful
cases, the test that may be applied is whether any particular
Ministry/Department which has been put under charge of a
Minister, as an additional one, was earlier having any Minister
incharge of.

4. The scale of personal staff circulated with this
Department O.M.No.8/5/85-CS.II dated 4.4.85 provides, inter
alia, that a Minister of State holding charge of more than
one independent Department will be allowed a Special Private
Secretary. It may be clarified that the post of Special
Private Secretary will not be available in addition to the
staff indicated in para 2 above to a Minister of State,

if additional charge given to him temporarily results in his holding charge of more than one independent Department]

5. This is issued with the concurrence of the Ministry of Finance vide their U.O.No.539/EG.I/87 dated 5.5.87.

G.P. Kalra

(G.P. Kalra)
Deputy Secretary to the Govt. of India.

All Ministries/Departments of Government of India, Cabinet Secretariat, Planning Commission and the Prime Minister's Office, E.G.I Branch, Department of Expenditure, Ministry of Finance, Estt.(Pay.I)/Pay.II/Estt.A/Estt.B/Estt.C/Estt.D/Estt.(SCT)/CS.IV. Section.

Kshma