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No. P. 2/18/85-Estt. (P. II)
Government of India/Bharat Sarkar
Ministry of Personnel & Training, Administrative Reforms
and Public Grievances and Pension
(Department of Personnel & Training)

New Delhi, the 25 July, 1985.

OFFICE MEMORANDUM

Subject:- Fixation of pay of employees appointed in the personal staff of Ministers.

The undersigned is directed to say that the question of fixation of pay of employees who are appointed in the personal staff of Ministers has been engaging the attention of the Government of India for some time. The matter has been examined and the President is pleased to decide as follows:

(I) Officers of Central Government/Autonomous Bodies appointed in the personal staff of Ministers.

(i) When officers of the Central Government/Autonomous Bodies holding posts at lower levels or those who are not cleared for appointments at levels at which the posts in the personal staff of Ministers exist are appointed to higher posts, in addition to their grade pay they may be allowed deputation duty allowance/special pay at the following rates:

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| (a) for officers in receipt of basic pay above Rs.750/- | 25% of basic pay subject to a minimum of Rs.200/- and a maximum of Rs.250/- |
| (b) for officers in receipt of basic pay upto Rs.750/- | 30% of basic pay subject to a minimum of Rs.100/- and a maximum of Rs.200/- |

(ii) As regards officers who go on deputation to equivalent and/or analogous posts, they may be allowed in addition to their grade pay, deputation duty allowance/special pay at the rate of 10% of basic pay subject to a limit of Rs.100/- per month.

(iii) In both the cases referred to at (i) and (ii) above, the grade pay plus deputation duty allowance/special pay at the rates prescribed should not exceed the maximum of the scale of pay attached to the posts against which the officers are appointed.

II. Officers from State Governments and Public Sector Undertakings appointed in the personal staff of Ministers:

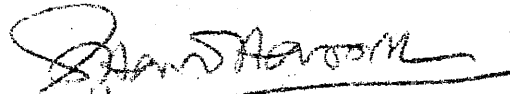
Their terms of appointment may be governed by the orders contained in the Department of Personnel and Training O.M.No.1/4/84-Estt.(P.II) dated 26.12.1984.

III. Officers from Private Sector appointed in the personal staff of Ministers.

Normally their pay may be fixed at the minimum of the scale of pay of the post in which they are appointed. However, where it is proposed to fix pay by granting advance increments, the approval of the Department of Personnel & Training will have to be obtained.

2. These orders will take effect from the first of the month in which they are issued.

3. Employees who are already working in the personal staff of Ministers at the time of issuance of these orders will have the option either to continue to be governed by their existing terms and conditions during the present terms of their deputation or come over to the terms and conditions mentioned in this O.M. For the extended period of their tenure they will be governed only by the provisions of this O.M. The option once exercised will be final.



(S.HARIHARAN)

Under Secretary to the Govt. of India.

To

All the Ministries/Departments under the Government of India, etc., etc.

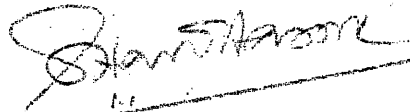
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New Delhi, the 25th July, 1985.

Copy to:-

1. Comptroller and Auditor General of India, New Delhi.
2. Union Public Service Commission, New Delhi.
3. Election Commission, New Delhi.
4. Rajya Sabha Secretariat, (Admn. Branch), New Delhi.
5. Lok Sabha Sectt. (Admn. Branch), New Delhi.
6. Shri D.D. Bhagwala, Senior Personnel and Executive Officer, Lok Sabha Sectt., New Delhi.
7. Supreme Court of India, New Delhi.
8. All State Governments and Union Territory Admns.
9. Central Vigilance Commission, New Delhi.
10. Commission for Scheduled Castes and Scheduled Tribes, New Delhi.
11. Ministry of Finance (Defence Division).
12. Shri Mohinder Singh, Deputy Secretary (AG), Ministry of Defence, New Delhi.

13. Railway Board, New Delhi.
 14. Secretary, Staff Side, National Council,
9, Ashoka Road, New Delhi.
 15. All members of the Staff Side of the National Council
of J.C.M.
 16. Indian Red Cross Society, 1-Red Cross Road, New Delhi.
 17. All India Services Division, Department of Personnel &
Training, New Delhi.
 18. All Integrated Financial Advisers of Admn. Mins.
 19. All Officers/Sections in the Department of Pers. & Trg.
 20. Controller General of Accounts, Ministry of Finance.
 21. All Controller of Accounts/Pay & Accounts Officers of
all Ministries/Departments.
 22. All attached and Subordinate Offices of Department of
Personnel & Training.
 23. FA, Home S.A.PSs/PAs of Home Minister and MS(P).
 24. Director, Lal Bahadur Shastri National Academy of Adminis-
tration, Mussoorie.
 25. Sh.P. Muthuswamy, Post Box No.2468, Madras-600 028.
 26. Smt. Satya Chaudhri, P.O.Lakhinder, Hoshiarpur.
- Spare copies 300.



(S.HARIHARAN)

Under Secretary to the Govt.of India.

