

No.AB.14017/11/2004-Estt.(RR)
Government of India
Ministry of Personnel, PG and Pensions
Department of Personnel and Training
New Delhi

Dated the 2nd April, 2004

OFFICE MEMORANDUM

Subject:- Composition of Selection/Search Committees for
appointment to Group A and B posts


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Vide OM No.22011/5/86-Estt.(D) dated 10.4.89, this Department has issued consolidated instructions on DPCs and related matters wherein it has been clearly prescribed that members to be nominated in the DPCs should be officers who are at least one step above the post to which promotion/confirmation is to be made. Similarly, vide OM Nos. AB-14017/36/74-Estt.(RR) dated 25.10.1994 and AB-14017/56/2003-Estt (RR) dated 5.12.03, detailed guidelines have been issued clarifying situations in which Search Committee can be formed and their composition, etc. Since no formal guidelines exist on composition of Selection Committees for posts in autonomous/statutory organizations, it has been observed that the Selection Committees constituted by some Ministries/Departments have members of the same rank (or even a lower rank) as compared to the post for which appointment is to be made. Association of such members in Selection Committees vitiates the entire proceedings of the Committee. This has also come to the notice of the Appointments Committee of the Cabinet. It has, therefore, been decided that composition of Search/Selection Committees or similar Committees set up for making recommendations for appointments to posts at all levels excluding Secretary level in autonomous/statutory bodies etc. should comprise officers/Members at least one level above the post for which selection is to be made.

2. For appointments to Secretary level posts in statutory/autonomous bodies, separate instructions on the composition of the Search/Selection Committees or similar Committees will follow.

3. All Ministries/Departments are requested to take note of the above clarifications for wide circulation and strict compliance in their autonomous/statutory organizations.

4. Hindi version will follow.


(Alok Saxena)
Director
Tel. 2309 2479

To

All Ministries/Departments of Government of India

Copy to:

1. The President's Secretariat, New Delhi.
2. The Prime Minister's Office, New Delhi.
3. The Rajya Sabha Secretariat, New Delhi.
4. The Lok Sabha Secretariat, New Delhi.
5. The Cabinet Secretariat, (Shri K.S.Achar) New Delhi
6. The Comptroller and Auditor General of India, New Delhi.
7. The Union Public Service Commission, New Delhi.
8. The Staff Selection Commission, New Delhi.
9. All Attached Offices under the Ministry of Personnel, Public Grievances and Pensions.
10. Shri Champak Chatterji, Establishment Officer and Secretary, ACC (10 copies).
11. All Officers and Sections in the Department of Personnel necessary action
12. Secretary, Staff Side, National Council (JCM), 13-C, Ferozeshah Road, New Delhi
13. All Staff Members of National Council (JCM)
14. All Staff Members of the Departmental Council (JCM), Ministry of Personnel, PG and Pensions
15. Establishment (RR Division) (200 copies)
16. Establishment (D) Section (50 copies).