

**No. 2/2/2007-PIC**  
**Government of India**  
**Ministry of Personnel, P.G. & Pensions**  
**Department of Personnel & Training**  
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Dated: July 31, 2008

**OFFICE MEMORANDUM**

Subject: Optimisation of Direct Recruitment to Civilian Posts as envisaged in the DOPT OM Dated 16.5.2001 –Review of the provisions/policy regarding.

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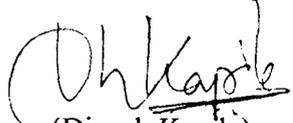
Attention is invited to the instructions contained in this Department's OM No. 2/8/2001-PIC dated 16.05.2001 & 18.06.2002 and OM No. 2/26/2002-PIC dated 11.09.2002 wherein all Ministries/Departments were required to prepare an Annual Direct Recruitment Plan to regulate the Direct Recruitment of Civilian Posts to 1/3<sup>rd</sup> of the Direct Recruitment Vacancies arising each year subject to 1% of the total sanctioned strength of the concerned Ministry/Department. This was required to be done through the Screening Committees constituted separately for Group B, C, D posts as well as Group A posts as prescribed in the above OMs.

2. In this regard, references have been received by the DoPT from various Ministries/Departments seeking relaxation of the provisions/exemption from the purview of the Optimization Scheme. Some of the Ministries have sought relaxation/exemption for Direct Recruitment Vacancies arising out of voluntary retirement, resignations, due to death of the employees, scientific/technical posts, and various Statutory/Constitutional posts.

3. The matter has been examined in consultation with the Ministry of Finance (D/o Expenditure). It has been decided that with a view to recommending adequacy of staff at various levels in Ministry/Department, etc and continuing or otherwise of the Optimization Scheme, a Committee under the Chairmanship of the Secretary, DOPT with the Secretary, Expenditure, a representative of Planning Commission and the Secretary of the Ministry/Department concerned will review Ministry/Department-wise requirement of staff, taking into account outsourcing as well as use of IT. The Committee will also identify relevant operational and safety related posts for exemptions. The recommendations would be placed before a Committee headed by the Cabinet Secretary.

4. The recommendations of the Committee/Cabinet Secretary would then be placed before the Cabinet to decide on the continuity of the Scheme as well as exemptions.

5. In view of the above decision, the Ministry/Department may review the overall staff position and prepare the relaxation/exemption proposal, if required, for consideration of the Committee along with (i) detailed justification of the proposal; (ii) status of the implementation of the Optimization Scheme; and (iii) all relevant Annual Direct Recruitment Plan(s) as prescribed in this Department's OM No. 2/8/2001-PIC dated 18.06.2002 and 2/26/2001-PIC dated 11.09.2002.

  
(Dinesh Kapila)  
Deputy Secretary

To  
All Ministries/Departments.