

No. 14017/16/82-Estt. (RR)
Government of India/Bharat Sarkar
Ministry of Home Affairs/Grih Mantralaya
Department of Personnel & Adm. Reforms
(Karmik Aur Prashasanik Sudhar Vibhag)

Immediate

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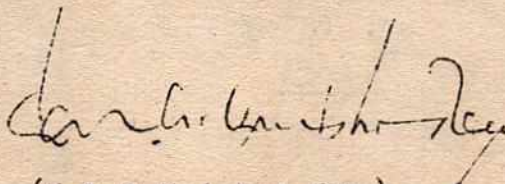
New Delhi,
Dated July 24, 1982

Office Memorandum

27

Subject:- Framing of Recruitment Rules- Delays in.

It is proposed to make a review of the existing procedures for framing of recruitment rules with a view to expediting the process. In this connection this Deptt. would like to have information on the time taken for completion of various stages of action. It is requested that the time actually taken in a few cases, selected at random, may please be furnished as in the proforma enclosed. If some other important steps in framing the rules are there, which are not mentioned in the proforma, those may also be included and the time mentioned. It will be appreciated if information in respect of, say 3 cases, preferably those finalised during the last one year (though actually initiated earlier) is furnished by 31.7.82. (3-4-82-211 follow.)



(K.S.R. Krishna Rao)
Under Secretary to the Govt. of India
Tel. 373180

To

All Ministries/Depts.

Ministry of.....

1. Name of the Post
2. Scale of pay
3. Date of creation
4. Date of initiating action for framing recruitment rules by the Ministry
5. Date of notification of the rules in the Gazette of India
6. Time taken at various stages

Stage	TIME	
	Months	Days
i) Initial examination of all issues and preparing a preliminary draft by the sub-Ministry formation (If this information is not readily available from the Ministry's file, an approximate time may be given. If the Ministry itself has initiated the action this may be indicated)		
ii) Scrutiny in the Ministry, discussions with sub-ministry formation, where necessary, consultation with technical experts within the Ministry, reference to DPCAR (Pension Unit) for allowing benefits of 'added years of service' wherever it is permissible. Preparation of supplementary material in Annexure II, obtaining the approval of senior officers in the Ministry to the draft rules etc.		
iii) Scrutiny in DPCAR, discussions with the officers of the Ministry concerned, consideration of revised draft and giving final advice.		
iv) Preparation of a self contained letter to UPSC with all Annexures (I and II) by the Ministry concerned.		

Stage

TIME
Months Days

- v) Scrutiny by UPSC, discussions with or clarifications from the administrative Ministry concerned and issue of final rules to Ministry, by UPSC.
- vi) Ministry to prepare the draft rules for reference to the Legislative Deptt. (if necessary after getting the differences with UPSC sorted out in consultation with DPCAR) and after further consultation/discussion with the Commission
- vii) Vetting in the Legislative Deptt.
- viii) Final submission to the Minister or senior level who is competent to approve the rules.
- ix) Translation into Hindi.
- x) Actual publication in the Gazette of India.

Total time taken

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Note:- While reckoning the time, it is not only the actual time taken but also the waiting time involved may also be included. For example, if the draft rules were referred to DPCAR on 1.1.82 and after obtaining clarifications, discussions etc. they were concurred, say, on 1.3.82, the time taken for this stage may be shown as 2 months.