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No. 5/12/79-PP-II
Department of Personnel & A.R.
(Policy Planning Division)

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31-7-1982.

OFFICE MEMORANDUM

Subject: GUIDELINES FOR INTRODUCTION OF NON-FUNCTIONAL
SELECTION GRADE IN GROUP 'A' CENTRAL SERVICES.

The Third Pay Commission had recommended introduction of Selection Grade for Group 'A' Engineering Services in the following terms:-

" In view of the relatively small percentage (2.5 per cent of the total strength) of posts above the junior and intermediate Administrative grades which are held by the Members of the Engineering Services, we recommend the introduction of Selection Grade of Rs. 2000-2250/- in the organised services. The Selection Grade should be admissible to the officers who have reached the stage of Rs.2000/- in the Junior Administrative Grade or intermediate administrative grade as the case may be and stayed at the maximum for a period of two years. The number of Selection Grade posts should be periodically determined after a detailed review of the cadre structure of the various Engineering Services."

2. The above recommendation of the Pay Commission was accepted by the Government. At the same time the Government accepted in principle the provision

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Selection grade for various other Group 'A'
(Class-I) Central Services vide Ministry of Finance
Resolution No. 11/35/74-IC dated 1-5-1974. Relevant
para of the resolution reads as under:-

"While the specific recommendations of the
Commission for provision of a Selection Grade
in certain Class I (now Group 'A') Central
Services shall be implemented, the principle
of providing such a grade in various Class I
(now Group 'A') Central Services has been
accepted, the strength of this grade in each
service/cadre being determined after a detailed
examination/review of the cadre strength, promotion
prospects, etc., in that Service/Cadre."

3. The Government decision accepting in principle
the provision of a Selection Grade in various Group 'A'
Central Services did not lay down the criteria for
the creation of Selection Grade. The question of
laying down the guidelines for the creation of
Selection Grade in Group 'A' Services and the
criteria for selection of officers to Selection Grade
posts have been under consideration of Government
for quite some time. After careful consideration
and in consultation with the Ministry of Finance,
UPSC and the C&AG, it has now been decided that
the guidelines/criteria for introduction of a non-
functional Selection Grade in the organised Group 'A'
Central Services and appointment to the same shall
be as follows:-

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- (a) A non-functional Selection Grade in the scale of Rs.2000-25/2-2250/- may be created above the Junior Administrative Grade Scale (Rs.1500-2000) in Group 'A' Central Services.
- (b) Central Services Group 'A' where the scale of Rs.2000-2250/- exists as a part of the cadre structure on functional basis, will not be eligible to have a non-functional Selection Grade unless the cadre controlling authorities decide to do away with the functional selection grade and opt in favour of a non-functional selection grade. Similarly, Services where the scheme of "flexible complementing" has been introduced by the cadre controlling authorities, will not also be eligible to have a non-functional selection grade.
- (c) The basis for calculation of Selection Grade strength will be sanctioned strength of the posts in the scale of Rs.1500-2000/-. The number of selection grade posts shall not exceed 20% of the sanctioned strength of the posts in the scale of Rs.1500-2000/-. The posts for the non-functional selection grade shall be carved out of the grade whose scale of pay has maximum of Rs.2000/-.
- (d) No officer shall be eligible for appointment to the non-functional Selection Grade unless

...../..

he has reached the maximum of Rs. 2000/- in the scale of Rs. 1500-2000/- or in the intermediate administrative grade as the case may be and has remained there for a period of two years.

- (e) The basis of appointment shall be 'seniority subject to rejection of unfit'.
- (f) Selections of the non-functional Selection Grade shall be made by a Committee to be constituted internally. It shall not be necessary to associate a member of UPSC in this Committee.
- (g) The ~~inter-se~~ seniority of officers in the J.A.G. or in the intermediate administrative grade as the case may be shall not be changed as a result of their appointment to the non-functional Selection Grade.
- (h) The non-functional Selection Grade in Services where it does not exist at present will be introduced from the date of issue of these orders in services where a non-functional Selection Grade has been in existence prior to the implementation of the Third Pay Commission's recommendations, modification thereto, if any, that may become necessary as a result of the new guidelines will also be made from the date of issue of these orders.
- (i) On appointment to the non-functional Selection Grade in the pay scale of Rs. 2000-2250/- the

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pay of the officer concerned in this scale will be fixed at the next higher stage under Audit Instruction No. I below F.R. 22.

4. The Cadre Controlling Authorities should forward proposals for incorporating the necessary provisions in the respective Service Rules to include the non-functional Selection Grade in the Service as envisaged in the above guidelines to the UPSC etc. for their concurrence.

5. These guidelines for creation of non-functional Selection Grade shall be applicable to all organised Group 'A' Central Services as listed in Annexure 'A'. In the case of these Services where Rs.2000-2250/- exists as a functional Selection Grade (list given in Annexure 'B'). These guidelines shall apply only when the Cadre Controlling Authorities decide to do away with the functional Selection Grade and opt in favour of non-functional Selection Grade.

6. In so far as persons serving in the Indian Audit and Accounts Departments are concerned, these guidelines are issued in consultation with the Comptroller and Auditor General of India.

Hindi Version will follow.

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(P.S. RANA)
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Ministry of Information & Broadcasting

16. Central Information Service.
17. Indian Broadcasting (Engineers) Service.

Ministry of Railways

18. Indian Railway Medical Service.

Department of Science and Technology

19. Zoological Survey of India.
20. Botanical Survey of India.
21. Survey of India.

Ministry of Shipping and Transport

22. Central Engineering Service (Roads)

Ministry of Steel and Mines

23. Geological Survey of India.

Ministry of Works and Housing

24. Central Engg. Service.
25. Central Electrical and Mechanical Engg. Service.

Ministry of Education and Social Welfare

26. Archaeological Survey of India.

ANNEXURE 'B'

Central Civil Services - Group 'A' (Where functional Selection Grade posts exist)

Ministry of Defence

- 1. Defence Lands and Cantonment Service.
- 2. Indian Ordnance Factories Service.

Department of Energy

- 3. Central Power Engineering Service.

Ministry of Law (Deptt. of Legal Affairs)

- 4. Indian Legal Service.

Ministry of Law (Deptt. of Company Affairs)

- 5. Central Company Law Service.

Ministry of Railways

- 6. Indian Railway Traffic Service.
- 7. Indian Railway Accounts Service.
- 8. Indian Railway Service of Engineers.
- 9. Indian Railway Service of Signal Engineers.
- 10. Indian Railway Service of Electrical Engineers.
- 11. Indian Railway Service of Mechanical Engineers.
- 12. Indian Railway Stores Service.
- 13. Indian Railway Personnel Service.

Ministry of Supply and Rehabilitation
(Department of Supply)

- 14. Indian Supply Service.
- 15. Indian Inspection Service.
