

**No. 27/2/2009-EO(SM.II)
Government of India
Secretariat of the Appointments Committee of the Cabinet
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training**

New Delhi, dated the 16th July, 2009

OFFICE MEMORANDUM

Instances of candidates who are selected and then approved by the ACC for appointment in Autonomous Bodies/Statutory Organisation/Regulatory Bodies after submission of their consent to join the said post but, not joining eventually, has increased.

2. It has, therefore, been decided that following procedure should be followed in such appointment(s) by the Ministry/Department :-

- (a) In case of appointments to Autonomous Bodies/Statutory Organisations/ Regulatory Bodies, the administrative Ministry/Department would take consent from selected candidates before sending the ACC proposal to this secretariat.
- (b) On receipt of the ACC approval to the proposal, the administrative Department/Ministry would issue offer of appointment giving the candidate 30 days time to join.
- (c) If the candidate does not join within 30 days, the administrative Department/Ministry would issue a 15 days notice to either join or to face debarment, clearly spelling out the consequences of debarment.
- (d) If the candidate does not join even after that or submits unwillingness the case would be put up to the ACC for approval, before issuing debarment orders.
- (e) The period of debarment would be 3 years. The candidate would be debarred for consideration for appointment in all Autonomous Bodies/Statutory Bodies/Regulatory Bodies for this period, except in the organization to which (s)he belongs.
- (f) The concerned Ministry/Department and ACC Secretariat would maintain a list of such debarred candidates.



**(P.K. Misra)
Secretary**

Appointments Committee of the Cabinet

To

**All Secretaries
Ministry/Department**