

F.No. 8/16/2008-EO(CM)
Government of India
Ministry of Personnel, Public Grievances. & Pensions
(Department of Personnel & Training)

North Block, New Delhi-110001
Dated : 26th October, 2009

To

The Chief Secretaries of all States/UTs

Subject:- Inclusion of citation, awards and articles/books by members of IAS in the ER sheet.

Sir/Madam,

This is in continuation of this Department's letter of even number dated 20.7.2009 on the above noted subject. It has been decided to restrict the number of entries of citations/awards received by the IAS officers and any publication that they have got published to a total of 10 (ten).

2. Regarding the total number of entries of publication/awards and citations that can be reflected in an officers ER Sheet , it may be noted that the total number of such entries will be restricted to ten in both the categories combined. In cases, where all the entries are full, and the officers have subsequently published an article/book or got an award, the officers are free to get their current publication/award posted in their ER sheets by removing an older one. In such cases while sending to this office, requests to make new entries, the officer may clearly indicate which older entries are to be deleted .

Yours faithfully,



(P.K. Misra)

Establishment Officer & Additional Secretary

Copy for information/necessary action to:

1. All Ministries/Departments of the Government of India.
2. All officers/Sections of Department of Personnel & Training
3. NIC –Department of Personnel & Training for putting on the website.