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No.27(11)EO/83(ACC)
Government of India
Department of Personnel & AR
(Ministry of Home Affairs)

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New Delhi, dated the 27 September, 1983.

OFFICE MEMORANDUM

Subject:- Procedure for premature termination of appointments made with the approval of the Appointments Committee of the Cabinet.

The Ministries/Departments, etc. are aware that appointments specified in the Annexure to the First Schedule to the Government of India (Transaction of Business) Rules, 1961, are made after obtaining the approval of the Appointments Committee of the Cabinet. In compliance with these instructions, the Ministries/Departments have been obtaining the approval of the Appointments Committee of the Cabinet while making appointments to the aforesaid posts. Normally, these appointments are made for a specified period or, in the alternative, until further orders.

2. Cases had arisen in the past when the Ministries/Departments concerned had felt the need for termination of such an appointment prematurely. In this context, it was clarified in this Department's D.O. Letter No.27(15)-EO/79(ACC), dated 13th December, 1979, from the Secretary (Personnel) addressed to all the Secretaries to the Government of India (copy enclosed) that in all such cases, prior approval of the Appointments Committee of the Cabinet should invariably be obtained. It has, however, been observed that the above instructions were not being followed rigidly and prior approval of Appointments Committee of the Cabinet had not been sought for premature termination of appointments falling within the purview of the Committee.

3. The undersigned is directed to reiterate that the aforesaid instructions, which were issued with the approval of the Appointments Committee of the Cabinet, should be strictly complied with. The Ministries/Departments may, accordingly, ensure that whenever a need arises to terminate appointments made with the approval of the Appointments Committee

of the Cabinet prematurely, proposals should be sent to the Department of Personnel and Administrative Reforms for obtaining the approval of the Appointments Committee of the Cabinet, before taking any action in this regard.

R.K. Tikku

(R.K. TIKKU)

ESTABLISHMENT OFFICER & ADDITIONAL SECRETARY TO THE
GOVERNMENT OF INDIA

To

All Ministries/Departments, etc. of Govt. of India
(As per standard list)

Copy to:

- (1) All cadre authorities (By name)
- (2) JS to PM
- (3) Dir.(MM), US(SM), US(MM), EO(SM)/EO(MM)/
Estt. Division.

D.B. Tilwadi

(D.B. TILWADI)

DEPUTY SECRETARY TO THE GOVT. OF INDIA