

IMMEDIATE

**No. 32/2016-EO (MM.II)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training**

North Block, New Delhi
Dated the 25th May, 2016

To

1. The Chief Secretaries of the State Governments
(As per list enclosed)
2. All Cadre Controlling Authorities of Group 'A' Services
(As per list enclosed)


Sub: Retention of names on offer for Central Deputation under the Central Staffing Scheme for the year 2016- reg.

Sir/Madam,

Please refer to this Department's D.O. letters of even number and No. 33/2016-EO (MM.II) both dated 17th December, 2015 regarding sponsoring of the names of eligible officers for appointment in the Government of India under the Central Staffing Scheme for the year 2016.

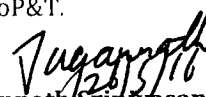
2. As per directions of the ACC, the names of officers, for being placed on offer are to be obtained from the State Governments/Cadre Controlling Authorities in two tranches.
3. It is, therefore, requested to kindly sponsor the names of officers to this office, for retention under the Central Staffing Scheme for the 2nd tranche. Kindly give this circular wide publicity amongst the eligible officers under your administrative control. As far as possible the applications may be forwarded by 31st July, 2016.
4. The applications of willing officers (including those pending from 1st tranche of 2016) may be forwarded to this Department after due scrutiny at the earliest. A copy of the D.O. letter dated 17th December, 2015 is enclosed with this letter.

Yours faithfully,


(Jagannath Srinivasan)
Deputy Secretary(MM)

Copy to:

1. Sh. Rajiv Mehrishi, (In r/o IAS officers of AGMUT Cadre & IPS Officers)
The Union Home Secretary
Ministry of Home Affairs,
North Block, New Delhi.
2. Sh. Ajay Narayan Jha, (In r/o IFoS officers)
Secretary,
Ministry of Environment, Forests & Climate Change,
Paryavaran Bhavan, CGO Complex, Lodhi Road, New Delhi.
3. Tech. Director, NIC with the request to upload the circular on the website of DoP&T.


(Jagannath Srinivasan)
Deputy Secretary(MM)

राजीव कुमार
RAJIV KUMAR

स्थापना अधिकारी
और अतिरिक्त सचिव

ESTABLISHMENT OFFICER
& ADDITIONAL SECRETARY

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सत्यमेव जयते

भारत सरकार
कार्मिक और प्रशिक्षण विभाग
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय
नोर्थ ब्लॉक, नई दिल्ली - 110001

GOVERNMENT OF INDIA
DEPARTMENT OF PERSONNEL & TRAINING
MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES
AND PENSIONS
NORTH BLOCK, NEW DELHI - 110001

Dated: 17 December, 2015

D.O. No. 32/2016-EO(MM.II)

Dear Sir/Madam,

I am writing to invite nominations of officers for appointment on deputation to posts under the Central Staffing Scheme (CSS) for the year 2016. The detailed guidelines for nominating suitable officers are given in Appendix-I. I would request that the guidelines are strictly adhered to, while forwarding the applications of officers.

2. At the outset, I would like to draw your attention to the Central Deputation Reserve (CDR) statement as on 1st November, 2015 enclosed with this letter (Appendix II). The Central Deputation Reserve (CDR) of each State Cadre determines the extent to which officers could be sent on deputation to the Government of India. Not only that the CDR is low, most of the states fail to achieve the proportionate CDR by a wide margin. Column 8 of the CDR statement shows the utilization of the proportionate CDR of each State. Meeting the shortfall in utilization of the proportionate CDR may kindly be considered while forwarding the names of the officers for CSS, especially at Deputy Secretary /Director level.

3. There is a general shortage of IAS Officers at Deputy Secretary/Director level and therefore, you may like to recommend a sufficiently large number of officers for appointment to posts at Deputy Secretary/Director under the Government of India so as to share the shortage proportionately between the Centre & the States. You would agree that the movement of the officers from the States to the Centre and back is also crucial for building up the capabilities at the State level and contributing towards developing national perspectives at the decision-making levels in the Government of India. It would, therefore, be appropriate if a conscious attempt is made to forward the names of officers for deputation under Government of India in such a manner that every eligible officer has an opportunity to serve at the Centre at least once at the middle management level. It has been further decided that preference for appointment at the level of Joint Secretary will be given to those officers who have already done a Central Deputation at the level of Deputy Secretary/Director.

4. Considerable processes are gone through before an officer is appointed under the CSS. However, very often, the Cadre Controlling Authorities (CCAs) withdraw the names of officers from offer at a later stage. This results in undue delay in the placement of officers under the CSS, which is not in public interest. Therefore, you are earnestly requested to ensure that an officer, once placed on the offer list, continues to be available for consideration throughout the year.

5. The Government of India has been following a policy of debarring an officer for five years, if he/she fails to join the post under the CSS either on personal grounds or the refusal of the Cadre to relieve him. It may be noted that withdrawal of the name of an officer after a panel has been recommended by the Civil Services Board results in debarment for five years. As per instructions contained in letter No. 14/1/98-FA(UN) dated 26.2.1998 and No.1/1/2003-FAS, dated 8.5.2003 of DoP&T, an officer who is debarred from being taken on deputation to a post under the CSS is also to be debarred from being given Cadre Clearance for foreign assignments/consultancies abroad during the period of debarment. Therefore the nomination of officers debarred from central deputation may not be forwarded for appointment to posts under the CSS till the period of debarment is over.



6. I would request you to pay particular attention to the following points, while forwarding the names of officers for appointment, under the CSS:
- (i) Sufficient names of women and SC/ST/OBC Officers may be sponsored so that adequate representation can be provided to them on posts under the CSS.
 - (ii) Officers whose names are offered should have completed the necessary 'cooling off'.
 - (iii) The APARs completed up to 31.3.2015 are sent simultaneously as it will be difficult to retain the names of officers with incomplete APARs.

7. An officer being nominated should be willing to serve anywhere in India; preference of an officer for a particular station(s) on account of personal reasons, if any, may be explicitly indicated. The Officers should also indicate three preferences for Departments/Ministries where they would like to work under the CSS. However, actual appointments will be subject to availability of posts and the suitability of officers for the posts.

8. The online application form for applying for the CSS for the year 2016 is available on the Ministry's website, <http://www.persmin.gov.in>. The format of the application form is enclosed, and the following may be noted:

Annexure-I	Personal details of the officer & photograph (to be uploaded online)	To be filled by the Officer applying for the CSS
Annexure-II	Vigilance clearance	To be filled online by the Nodal Officers designated for the purpose by the CCA & forwarded to DoPT.
Annexure-III	Debarment, Deputation & Cooling-off details	
Annexure-IV	APAR grading	

9. Only those applications that have been validated electronically by the Nodal Officers will be accepted for retention. All the Nodal Officers may be requested to ensure that details in Annexure-I to IV are duly filled in and complete in all respects. In case of change of the existing Nodal Officer, details along with e-mail I.D. of the Nodal Officer may be intimated to this Office.

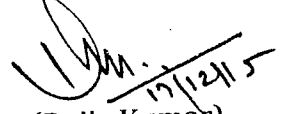
10. It is observed that the applications of officers who have applied for the CSS, are often forwarded for some other posts without consulting O/o the Establishment Officer. It is, therefore, requested that the names of officers forwarded for retention under the CSS may not be recommended for some other posts without consulting this Division.

11. The extant Rules relating to the CSS permit officers in the higher pay scale in their parent cadres to come on deputation under the CSS in lower pay scale. Department of Expenditure has issued clarification in this regard vide their O.M. No. 1/1/2008-IC, dated 13.09.2008 to regulate fixation of pay. The clarification provides that in case a Government servant goes on deputation to lower grade pay, his pay in pay band would continue unchanged, but he will be granted the grade pay of lower post for the entire deputation period. Further, the officers posted under the CSS will be granted one increment on account of NFU, but their grade pay will remain unchanged as they are holding a tenure post. Officers retained at Deputy Secretary level may get the benefit of pay fixation at higher Grade Pay on grant of NFSG & may be re-designated as Director on completing 14 years of service as on 1st July of that year.

12, The names of officers nominated for Joint Secretary level for CSS may kindly be sent to Deputy Secretary (SM) and those for Deputy Secretary/Director level may be sent to Deputy Secretary (MM). I would request you to forward the names keeping in view the above mentioned requirements, by 31st January, 2016. Given the procedural delays in receiving offers from the CCAs and consequential delays in finalizing the 'Offer List' for the year 2016, we presume your concurrence in operating the 'Offer List' of 2015 till 31.3.2016.

With regards,

Yours sincerely,


17/12/15
(Rajiv Kumar)

1. Chief Secretaries of All State Governments
(By Name) (As per list enclosed).
2. Sh. Rajiv Mehrishi
The Union Home Secretary - (In r/o IAS officers of AGMUT Cadre)
Ministry of Home Affairs
North Block, New Delhi.

Copy to:- NIC, DoP&T, with the request to upload this circular on the Department's website under :
"Online Services- Central Staffing Scheme- Circular for other Services".

