

No. AB 14017/66/2008-Estt RR)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training
New Delhi

Dated the 9th March, 2009

OFFICE MEMORANDUM

Subject: - Criteria for assessing suitability of officers where there is revision/upgradation/merger of pay scales.

The undersigned is directed to invite reference to the Department of Personnel & Training OM No. 22011/10/84 – Estt.(D) dated 04.02.1992 wherein the criteria to be adopted for assessing the suitability of incumbents of posts and the date of appointment to the upgraded post, wherever there is a revision of pay scale/upgradation of post, have been laid down.

2. There has been merger of a number of pre-revised scales without any pre-condition for possession of higher qualifications for placement of incumbents in the higher/upgraded scale, in the revised pay structure recommended by the 6th CPC and accepted by the Government. In this context, the instructions of 4.2.92 have been reviewed and it has been decided in consultation with Ministry of Finance (Department of Expenditure) who have issued certain instructions in this regard under OM No. 1/1/2008-IC dated 13.09.2008, and the UPSC that the procedure for assessment of suitability in such cases may be as follows for placement in the upgraded/merged grade:

- (i) Where all posts in one or more pre-revised scales are merged with a higher pre-revised scale and given a common replacement scale/grade pay /pay scale, , the suitability of the incumbents need not be assessed for granting them the higher replacement scale/grade pay/pay scale; there is also no need for the incumbents to complete any minimum eligibility service in the earlier scale of pay. There will be no change in the inter se seniority of the incumbents in the merged grade which shall be decided based on the general instructions on the subject; and
- (ii) Where all posts in a particular grade have been granted a higher replacement pay scale/grade pay, as per upgradation recommended by the 6th CPC, suitability of the incumbents need not be assessed for granting them the higher replacement scale/grade pay. Here also, there is no need for the incumbents to complete any minimum eligibility service in the earlier scale of pay; and
- (iii) Where there is a change in the Group (that is classification of the post) consequent upon the merger or upgradation and where there is no higher responsibility or higher qualification involved, assessment of the suitability will not be necessary before the revised grade is allowed. There will also be no need for the incumbents to complete any minimum eligibility service in the earlier scale of pay. However, suitability of the officer who has been placed in a upgraded / replacement pay scale which fall in Group ' A ' by recommendation / award of the Pay Commission will continue to be assessed.

3. Assessment of suitability will continue to be necessary in the following situations arising out of cadre reviews, restructuring etc., not covered in the recommendations of the 6th CPC:

- (i) where the upgradation involves higher responsibilities and higher eligibility service;
- (ii) Where the upgradation or merger is part; where the upgraded post will be the promotion grade for the posts left in the lower grade and the normal DPC procedure will apply.

4. Hindi version will follow.



(S.J.Kumar)

Deputy Secretary to the Government of India
Tel. 2309 4504

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(S.J.Kumar)

Deputy Secretary to the Government of India