

No. 20034/5/2002-Estt(D)
Government of India
Ministry of Personnel, Public Grievances and Pensions.
(Department of Personnel and Training)

New Delhi-110001
August 4th, 2004

OFFICE MEMORANDUM

Subject:- Promotion-validity of panel in the case of those who are on long leave .

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The undersigned is directed to invite attention to this Department's Office Memorandum No. 22013/8/80-Estt (D) dated the 28th September, 1981 (copy enclosed) on the above noted subject and to say that references are being received seeking to know whether persons on leave, other than on grounds of proven physical disability, who do not join the higher post while on leave, will be required to be considered afresh by a fresh DPC and how their seniority will be fixed.

2. It is clarified that if on the basis of empanelment for promotion against vacancies arising in a vacancy year, a promotion order contains name of a person who is on a sanctioned leave, a copy of the same is to be endorsed to the officer at his leave address by registered/speed post etc. along with necessary advice about the authority to whom he is to report for assuming charge of the higher post. If the Officer assumes charge of the higher promotional post by curtailing leave, if necessary, within the currency of the vacancy year for which the panel is prepared, or within six months from the date of the promotion order, or before the last person borne on the panel is offered promotion without being required to be reassessed by a fresh DPC, whichever is later, the officer will not be required to be considered afresh by the next DPC and he will retain his seniority as per the position in the panel on the basis of which he has been promoted. If, however, he does not join to assume charge of the higher post within the period as specified above and continues to remain on long leave or seeks further extension of leave, the order of promotion, insofar as the said officer is concerned, will become invalid and the officer will be required to be considered afresh by the next DPC held in the normal course after he joins his duty on expiry of the leave. His seniority on subsequent promotion will be as per the

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position in the fresh panel. This will equally apply to cases of promotion by mode of selection as well as non-selection. While referring the order of promotion to the officer on leave, it would be necessary to bring to his/her notice the above position.

3. Cases of persons on long leave due to 'proven physical disability' will, however, continue to be governed by the provisions of this Department's O.M. dated 28th September, 1981 ibid. Similarly, cases of persons on study leave/training will continue to be regulated as per the provisions of DPC guidelines viz. para 17.4.1 of DoPT O.M. No. 22011/5/86-Estt (D) dated 10.4.1989.

4. Hindi version will follow.


(Alok Saxena)
Director.

To

All Ministries/Departments of Government of India.

Copy to:-

1. The President's Secretariat, New Delhi.
2. The Prime Minister's Office, New Delhi.
3. Cabinet Secretariat, New Delhi.
4. Rajya Sabha Secretariat/ Lok Sabha Secretariat,, New Delhi.
5. The Registrar General, The Supreme Court of India.
6. The Registrar, Central Administrative Tribunal, Principal Bench, New Delhi.
7. The Comptroller and Audit General of India, New Delhi.
8. The Union Public Service Commission,(Shri P.K.Kailasa Babu,US) with reference to their letter No. 1/2/2004-S-II dated 21st June,2004.(20 copies).
9. The Staff Selection Commission, New Delhi.
10. All attached offices under the Ministry of Personnel, Public Grievances and Pensions.
11. National Commission for Scheduled Castes, New Delhi
12. National Commission for Scheduled Tribes, New Delhi.
13. Secretary, National Council(JCM), 13, Ferozeshah Road, New Delhi.
14. Establishment Officer & A.S.
15. National Commission for OBCs, New Delhi.
16. All Officers and Sections in the Department of Personnel and Training.
17. Facilitation Center, DoP&T(20 copies).
18. NIC (DoP&T) for placing this Office Memorandum on the Website